

**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

July 15, 2025, 6:00PM

WORK SESSION **CANCELED**

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

July 15, 2025

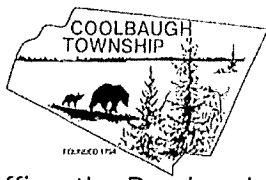
Roll Call

BOARD OF SUPERVISORS

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

Public input will be considered at the beginning of the meeting agenda. The public will be given an opportunity to speak on each agenda item. When speaking please state your name and the city or community that you reside in.

1. Public input
2. Approval of minutes / notes:
 - July 1, 2025- Regular Meeting Minutes
3. Monthly/ Quarterly Reports
 - Pocono Mountain Regional Police Report
 - Pocono Mountain Regional EMS Report
 - Coolbaugh Township VFC
 - Gouldsboro VFC
 - Pocono Summit VFC
 - Thornhurst VFC
 - Pocono Mountain Public Library
4. Zoning and Short-Term Rental Report
5. PMCC Warehouse Sewage Planning Module (Michael Hartman)-1901 Corporate Center Dr., Tobyhanna
6. Authorization for Financial Security Reduction WGH Trucking (Route 196)



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7. Reaffirm the Previously Approved Agreement for 89 Westwood Blvd., Gouldsboro, and Authorize Revising the Agreement to Reflect the New Property Owners
8. Authorization for DPW to Construct the Driveway for the New Fire Station at 443/447 Route 196, Tobyhanna with the Cost to be Paid from the Coolbaugh Township Volunteer Fire Company Tax Fund
9. Authorization for DPW to Tear Down the EMS Building when it's Allowed to Come Down
10. Authorization to Approve the Quote from General Code for the Coolbaugh Township Codification Update of Ordinances
11. Adoption of Proclamation for Coolbaugh Township National Night Out Saturday, July 26, 2025 from 5-8pm
12. Approval of Quote from Barry Isett and Associates for the 2021 International Fire Code Adoption/ Fire Code Inspection Program
13. Resolution #09-2025: An Ordinance Implementing Act 57 of 2022
14. Authorization to Execute the Grant Match Waiver Request Letter for the Proposed Main Street Revitalization Project
15. Resolution #10-2025: Authorizing the Application and Designating Authorized Signers for the DCED Multimodal Grant Application
16. Controller Report
17. Current Obligations
 - General Fund \$ 92,836.82
 - Escrow Fund \$ 1,422.00
 - Sewer Fund \$ 10,154.12
 - Total Disbursements \$ 104,412.94**
18. Business Manager Comments/Updates



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19. Solicitor Armstrong Comments/Updates

20. Board of Supervisors Executive Sessions

Upcoming Events:

- **EAC Story Night:** Friday, July 18, 2025 at 6pm at the Wiley Preserve, 549 Laurel Drive
- **Coolbaugh Township National Night Out:** Saturday, July 26, 2025 from 5-8pm at the Coolbaugh Township Municipal Park
- **Bulk Drop Off:** August 1st and 2nd, 2025 from 7:30am-3pm (Closed from 12-12:30pm)
- **Coolbaugh Township Historical Association Community Yard Sale:** Saturday, August 9, 2025 from 9am-3pm (Rain date August 10th) at the Municipal Complex 5590 Municipal Drive

20. Adjournment

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

July 1, 2025

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

Board Members Present:

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

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 Proposed Convenience Store at 1545 Prospect Street (Attorney Erich Schock)

Attorney Schock and Engineer John Cogan were in attendance representing the developer. Attorney Schock stated that the developers, engineers and applicant have been working on the proposed Wawa convenience store regarding the traffic flow and PennDot review. They anticipate submitting a sketch plan for review by the Township Engineer and the Planning Commission. They stated that it has taken more time than they anticipated addressing PennDot's comments while also preserving the desired layout. PennDot is requiring more than one entrance for gas station use and stated that it is anticipated that they will receive permitting for a full access driveway on Route 611 with the Prospect Street access movement still to be finalized.

- **Discussion:** Ms. Ruiz-Smith asked about the resident that believes that your survey markers are encroaching on his property, being advised by Engineer Cogan that the previous surveys and the survey that was just completed show that it is our property and the only place that the line is not exact is the county GIS map and the county will also tell you that a survey should be completed in order to have accurate property lines determined. Solicitor Armstrong asked is they will still be asking for zoning relief, being advised that they do not believe they will need it for the development of the property but may need it for the required signage. Ms. Kelly stated that there are approximately 25 houses on Prospect Street and stated for the ease of traffic flow and minimal impact on the residents, she would like to see a right in/ right out of the Prospect Street access as opposed to full movement. Ms. Kelly asked if the signs are dimmable at night, being advised that they are. She also asked about the fencing to ensure that there will not be any impact to the neighboring resident's properties, being advised they will install fencing and

landscaping. Mr. Weimer thanked Attorney Schock and Mr. Cogan for listening to the Board's concerns. Ms. Ruiz-Smith stated that the employees at the Tobyhanna Army Depot are very excited for the addition to the town. D. Pope stated that it is a good addition.

2. Public Comment

Nothing was heard

Work Session ended at 6:28pm.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING MINUTES

July 1, 2025

The meeting was called to order by Chairman Weimer at 6:28pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

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

Board Members Absent:

None

Staff Present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary Meredith Thompson, Business Manager 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 thanked the Board on behalf of the Historical Association for their approval to host their annual yard sale and for assigning a DPW employee to assist them with setup and takedown.
- D. Pope advised Ms. Ruiz-Smith and Ms. Masker that he reached out to Scott's Signs and Engraving and stated that a paver will need to be taken down to him to see what the cost would be to engrave it.
- D. Pope stated that there are still political signs through the town.
- D. Pope stated that 1189 Pope Road is having an issue with trash again.
- D. Pope asked what is going on at the firehouse with all the work being done stating that there are wetlands in there. Mr. Weimer stated that they are man-made wetlands and that there is silt fence in place and that they are building a burn prop shed for training. D. Pope stated that the county has a burn building for training and Mr. Weimer stated that we need to have our firefighters closer to our service area than in Snyder'sville.
- D. Pope asked about the MCCD visit to the Pope Road location that was previously discussed at a meeting stating that they are still filling in the wetlands. He also stated that there is still no silt fence at the property on Echo Lake Road that was also discussed at a previous meeting.

2. Approval of minutes / notes:

- June 17, 2025- Public Hearing Minutes
- June 17, 2025- Regular Meeting Minutes

Ms. Rogan made a motion second by Ms. Colgan to approve the June 17, 2025 Public Hearing Minutes as presented.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained)

Ms. Colgan made a motion second by Ms. Rogan to approve the June 17, 2025 Regular Meeting Minutes as presented.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained)

3. Schedule and Authorize the Advertisement of 2026 Budget Work Session Dates

Mr. Weimer made a motion second by Ms. Ruiz-Smith to Authorize the Advertising of the following 2026 Budget Work Session Dates: Thursdays- September 11, 2025, September 25, 2025, October 9, 2025, October 16, 2025, and November 6, 2025 (Closed Executive Session to discuss wages) with meetings beginning at 6:30 P.M., and Sunday, November 16, 2025 beginning at 10:00 A.M.

- **Discussion:** Ms. Ruiz-Smith thanked Mr. Dixon for limiting the dates.
- **Vote:** All in favor, motion passes.

4. Parks and Recreation Requests :

- **Approval to hire the band “Derailed” for the September 13th, 2025 - “Music in the Park” event at a cost not to exceed \$600.00.**

Mr. Weimer made a motion second by Ms. Colgan to Authorize hiring the band “Derailed” for the Parks and Recreation “Music in the Park” being held on September 13, 2025 at a cost not to exceed \$600.00.

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

- **Approval to purchase four dog waste roll bag systems in green, not to exceed \$500.00.**

Mr. Weimer made a motion second by Ms. Colgan to Approve the Purchase of the Four Dog Waste Roll Bag systems in green at a cost not to exceed \$500.00.

- **Discussion:** : Ms. Colgan asked Ms. Masker to order them from the same vendor so that they match the previously purchases waste stations **Vote:** All in favor, motion passes.

5. Adoption of Resolution #07-2025: A Resolution of the Board of Supervisors of the Township of Coolbaugh, Monroe County, Pennsylvania, Authorizing the Destruction of Specific Records

Ms. Colgan made a motion second by Ms. Ruiz-Smith to Adopt Resolution #07-2025: A Resolution of the Board of Supervisors of the Township of Coolbaugh, Monroe County, Pennsylvania, Authorizing the Destruction of Specific Records.

- **Discussion:** Ms. Thompson stated that the documents listed are the documents that the intern has identified so far that are ready for destruction and stated that she will now begin scanning documents.
- **Vote:** All in favor, motion passes.

6. Current Obligations

- | | |
|----------------------------|----------------------|
| • General Fund | \$ 451,319.42 |
| • Sewer Fund | \$ 24,438.59 |
| • Escrow Fund | <u>\$ 3,774.39</u> |
| Total Disbursements | \$ 479,532.40 |

Ms. Colgan made a motion second by Ms. Rogan to Approve paying the current obligations in the amount of \$479,532.40 as presented.

- **Discussion:** D. Pope asked for clarification on check #12240.
- **Vote:** All in favor, motion passes.

7. Business Manager Comments/Updates

- Ms. Thompson stated that the Township has received the Walmart Industrial User permit application, and it is being reviewed by Attorney Nick Haros and WWTP Engineer, Dave Kavitski. She stated that Walmart has hired a new operator from Brown and Caldwell, and she would like to have him meet the Board at a future meeting.
- Ms. Thomspon requested a brief executive session for personnel following the meeting.

8. Solicitor Armstrong Comments/Updates

Solicitor Armstrong requested a brief executive session following the meeting for litigation/legal.

9. Board of Supervisors Executive Sessions

- Tuesday, July 1, 2025 from 6:53pm-7:05pm for Legal and Personnel.

10. Adjournment

Ms. Colgan made a motion second by Ms. Ruiz-Smith to adjourn at 6:49pm.

Upcoming Events:

- **EAC Story Night:** Friday, July 18, 2025 at 6pm at the Wiley Preserve, 549 Laurel Drive
- **Coolbaugh Township National Night Out:** Saturday, July 26, 2025 from 5-8pm at the Coolbaugh Township Municipal Park
- **Bulk Drop Off:** August 1st and 2nd, 2025 from 7:30am-3pm (Closed from 12-12:30pm)
- **Coolbaugh Township Historical Association Community Yard Sale:** Saturday, August 9, 2025 from 9am-3pm (Rain date August 10th) at the Municipal Complex 5590 Municipal Drive

11. Adjournment

Ms. Ruiz-Smith made a motion second by Ms. Colgan to adjourn at 7:22pm.

• NEXT BOARD WORK SESSION / MEETINGS:

At the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna PA 18466 Work Session/ Business Meeting Tuesday, July 15, 2025 at 6:00pm

Submitted by: _____ **Date:** _____
Erin Masker, Township Secretary

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

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2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOTAL ENFORCEMENT														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JUN	Prior YTD
Total Calls	1064	920	958	1058	1138	1135							6273	1190	6315
Criminal Arrests	77	42	75	54	59	50							357	61	387
Traffic Arrests	154	158	136	179	222	158							1007	139	1210
Vehicle Code Warnings	162	246	215	303	288	235							1449	164	1249
Ordinance Arrests	15	12	5	25	28	11							96	9	61

Total Hours														
Patrol	2602.02	2364.41	2289.30	2136.61	2144.07	2453.36								13989.77
Investigation	1957.45	1699.50	1641.43	1521.24	1582.83	1512.40								9914.85
Paperwork	382.75	331.88	350.41	328.08	350.14	285.94								2029.20
Court	221.53	157.46	103.24	216.24	155.11	135.77								989.35
Assigned	1902.25	1828.75	2681.62	2636.83	2833.85	2451.53								14334.83
Total Actual Time	7066.00	6382.00	7066.00	6839.00	7066.00	6839.00								41258.00

Assigned Time														
Training	303.18	234.02	984.67	893.00	768.66	398.09								3581.62
Assists	0.45	0.00	2.15	0.00	3.33	16.12								22.05
Admin	1598.62	1594.73	1694.80	1743.83	2061.86	2037.32								10731.16
Total	1902.25	1828.75	2681.62	2636.83	2833.85	2451.53								14334.83

ACTIVITY OUTSIDE JURISDICTION (Included In Totals Above)														YTD
Calls Outside our Jurisdiction	1	2	3	3	1	3								13
Arrests Outside our Jurisdiction	0	0	0	0	0	0								0
Traffic Arrests	0	0	0	2	3	1								6
Vehicle Code Warnings	0	0	1	3	5	2								11
Ordinance Arrests	0	0	0	0	0	0								0

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOBYHANNA TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JUN	Prior YTD
Total Calls	242	217	241	261	290	294							1545	319	1604
Criminal Arrests	13	10	22	14	13	16							88	17	101
Traffic Arrests	34	53	55	57	38	38							275	39	312
Vehicle Code Warnings	37	84	78	109	79	84							471	75	398
Ordinance Arrests	2	0	1	4	0	0							7	0	7

Hours Breakdown													
Patrol	1063.57	1004.76	1048.35	1037.45	1038.78	937.39							6130.30
Investigation	280.32	288.25	350.51	411.99	334.70	300.68							1966.45
Paperwork	85.63	76.55	99.77	116.02	87.76	64.09							529.82
Court	69.63	35.80	12.50	55.49	51.90	36.41							261.73
Assigned	583.04	560.51	821.92	808.19	868.58	751.39							4393.63

Hours Actual vs Purchased													
Total Actual Time	2082.19	1965.87	2333.05	2429.14	2381.72	2089.96							13281.93
Hours Purchased	2165.73	1956.08	2165.73	2096.15	2165.73	2096.15							12645.58
Hours Over/Under	-83.54	9.79	167.32	332.99	215.99	-6.19							636.35

Hours Over/Under Balance YTD													
Cumulative Carry Over	-159.01												
Current O/U	-242.55	-232.76	-65.44	267.55	483.54	477.34							

Percentage of Hours													
% Actual	29.47%	30.80%	33.02%	35.52%	33.71%	30.56%							
% Purchased	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%							
% Over/Under	-1.18%	0.15%	2.37%	4.87%	3.06%	-0.09%							

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

MOUNT POCONO BOROUGH

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JUN	Prior YTD
Total Calls	178	162	194	164	203	194							1095	193	1003
Criminal Arrests	16	10	13	7	12	10							68	9	116
Traffic Arrests	47	57	42	47	86	42							321	36	330
Vehicle Code Warnings	50	60	70	70	69	42							361	44	312
Ordinance Arrests	8	8	3	19	25	7							70	6	34

Hours Breakdown															
Patrol	343.00	263.87	165.11	78.20	99.39	151.51								1101.08	
Investigation	228.65	204.32	211.20	160.78	179.17	219.06								1203.18	
Paperwork	85.53	50.37	63.17	39.01	39.80	27.80								305.68	
Court	69.62	51.56	38.57	79.97	27.01	31.00								297.73	
Assigned	238.73	229.51	336.54	330.92	355.65	307.67								1799.02	

Hours Actual vs Purchased															
Total Actual Time	965.53	799.63	814.59	688.88	701.02	737.04								4706.69	
Hours Purchased	886.78	800.94	886.78	858.29	886.78	858.29								5177.88	
Hours Over/Under	78.75	-1.31	-72.19	-169.41	-185.76	-121.25								-471.19	

Hours Over/Under Balance YTD															
Cumulative Carry Over	188.08														
Current O/U	266.83	265.52	193.32	23.91	-161.85	-283.11									

Percentage of Hours															
% Actual	13.66%	12.53%	11.53%	10.07%	9.92%	10.78%									
% Purchased	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%									
% Over/Under	1.11%	-0.02%	-1.02%	-2.48%	-2.63%	-1.77%									

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TUNKHANNOCK TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JUN	Prior YTD
Total Calls	131	89	102	106	126	145							699	145	806
Criminal Arrests	17	4	8	5	4	4							42	6	32
Traffic Arrests	7	8	0	4	7	5							31	11	84
Vehicle Code Warnings	18	24	9	8	11	11							81	7	114
Ordinance Arrests	0	0	0	0	0	0							0	1	2

Hours Breakdown													
Patrol	195.13	168.82	102.42	24.55	38.96	375.75							905.63
Investigation	709.10	396.70	251.65	141.05	168.58	254.64							1921.72
Paperwork	45.50	29.75	36.92	16.81	32.92	44.65							206.55
Court	11.00	32.75	1.50	19.83	21.50	8.72							95.30
Assigned	207.54	199.52	292.56	287.68	309.17	267.46							1563.93

Hours Actual vs Purchased													
Total Actual Time	1168.27	827.54	685.05	489.92	571.13	951.22							4693.13
Hours Purchased	770.90	696.28	770.90	746.13	770.90	746.13							4501.25
Hours Over/Under	397.37	131.26	-85.85	-256.21	-199.77	205.09							191.88

Hours Over/Under Balance YTD													
Cumulative Carry Over	20.79												
Current O/U	418.16	549.42	463.57	207.36	7.59	212.67							

Percentage of Hours													
% Actual	16.53%	12.97%	9.70%	7.16%	8.08%	13.91%							
% Purchased	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%							
% Over/Under	5.62%	2.06%	-1.21%	-3.75%	-2.83%	3.00%							

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

COOLBAUGH TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JUN	Prior YTD
Total Calls	435	379	350	428	437	403							2432	444	2397
Criminal Arrests	29	15	28	21	25	13							131	27	119
Traffic Arrests	54	33	33	55	69	55							299	50	447
Vehicle Code Warnings	52	62	49	88	89	87							427	36	381
Ordinance Arrests	4	4	1	2	3	4							18	2	13

Hours Breakdown													
Patrol	799.10	755.55	758.77	717.06	748.92	766.04							4545.44
Investigation	626.68	686.70	728.80	631.02	715.68	583.52							3972.40
Paperwork	151.87	156.15	134.48	134.82	164.78	115.18							857.28
Court	56.70	27.60	36.50	53.10	38.95	47.82							260.67
Assigned	717.34	689.62	1011.24	994.35	1068.64	924.47							5405.66

Hours Actual vs Purchased													
Total Actual Time	2351.69	2315.62	2669.79	2530.35	2736.97	2437.03							15041.45
Hours Purchased	2664.59	2406.65	2664.59	2578.99	2664.59	2578.99							15558.39
Hours Over/Under	-312.90	-91.03	5.20	-48.64	72.38	-141.96							-516.94

Hours Over/Under Balance YTD													
Cumulative Carry Over	240.04												
Current O/U	-72.86	-163.89	-158.69	-207.33	-134.94	-276.90							

Percentage of Hours													
% Actual	33.28%	36.28%	37.78%	37.00%	38.73%	35.63%							
% Purchased	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%							
% Over/Under	-4.43%	-1.43%	0.07%	-0.71%	1.02%	-2.08%							

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

BARRETT TOWNSHIP

Enforcement														2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JUN	Prior YTD
Total Calls	77	71	68	96	81	96							489	89	505
Criminal Arrests	2	3	4	7	5	7							28	2	19
Traffic Arrests	12	7	6	14	19	17							75	3	37
Vehicle Code Warnings	5	16	8	25	35	9							98	2	44
Ordinance Arrests	1	0	0	0	0	0							1	0	5

Hours Breakdown													
Patrol	201.22	171.41	214.65	279.35	218.02	222.67							1307.32
Investigation	112.70	123.53	99.27	176.40	184.70	154.50							851.10
Paperwork	14.22	19.06	16.07	21.42	24.88	34.22							129.87
Court	14.58	9.75	14.17	7.85	15.75	11.82							73.92
Assigned	155.60	149.59	219.36	215.69	231.81	200.54							1172.59

Hours Actual vs Purchased													
Total Actual Time	498.32	473.34	563.52	700.71	675.16	623.75							3534.80
Hours Purchased	578.00	522.05	578.00	559.43	578.00	559.43							3374.90
Hours Over/Under	-79.68	-48.71	-14.48	141.28	97.16	64.32							159.90

Hours Over/Under Balance YTD													
Cumulative Carry Over	-290.24												
Current O/U	-369.92	-418.63	-433.11	-291.83	-194.66	-130.34							

Percentage of Hours													
% Actual	7.05%	7.42%	7.98%	10.25%	9.56%	9.12%							
% Purchased	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%							
% Over/Under	-1.13%	-0.76%	-0.20%	2.07%	1.38%	0.94%							

2025 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

	ASSISTS													2024	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	JUN	Prior YTD
Ambulance Assists	35	24	17	15	22	24							137	28	132
Fire Assists	4	0	7	3	5	1							20	2	23
Assist to other Agencies	9	7	11	8	16	6							57	5	70

SARP	3	1
Selinsgrove PD		1
Virginia State Police		1
Livingston City Sheriff		1
Stroud PSP 1		2

1		2	3	4	5	6
Classification of Offenses PART I OFFENSES		Offenses Reported or known to police (include unfounded and attempted)	Unfounded, i.e. False or Baseless Complaints	Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts	Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6	Number of Clearances Involving only Persons under 18
01. CRIMINAL HOMICIDE		-	-	-	-	-
A. Murder and Nonnegligent Manslaughter	11			-		
B. Manslaughter by Negligence	12			-		
02. FORCIBLE RAPE Total	20	1	-	1	-	-
A. Rape by Force	21	1		1		
B. Assault to Rape-Attempts	22			-		
03. ROBBERY Total	30	-	-	-	-	-
A. Firearm	31			-		
B. Knife or cutting instrument	32			-		
C. Other Dangerous Weapon	33			-		
D. Strong Arm(hands, feet, etc.)	34			-		
04. ASSAULT Total	40	14	-	14	14	2
A. Firearm	41			-		
B. Knife or cutting instrument	42	2		2	1	
C. Other Dangerous Weapon	43	1		1	1	
D. Hands, fist, feet, etc.	44	3		3	3	
E. Other Assaults-Not aggravated	45	8		8	9	2
05. BURGLARY Total	50	1	-	1	-	-
A. Forcible Entry	51			-		
B. Unlawful Entry-No force	52	1		1		
C. Attempted forcible entry	53			-		
06. LARCENY - THEFT (except motor vehicle theft)	60	28	1	27	7	
07. MOTOR VEHICLE THEFT Total	70	4	-	4	-	-
A. Autos	71	2		2		
B. Trucks and Buses	72	1		1		
C. Other Vehicles	73	1		1		
09. ARSON	90			-		
TOTAL PART I OFFENSES	77	48	1	47	21	2

1 Classification of Offenses PART II OFFENSES	2 Offenses Reported or known to police (include unfounded and attempted)	3 Unfounded, i.e. False or Baseless Complaints	4 Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts	5 Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6	6 Number of Clearances Involving only Persons under 18
100. Forgery and Counterfeiting	1		1		
110. Fraud	18		18	1	
120. Embezzlement			-		
130. Stolen Prop., Rec., Possess., Buying	1		1		
140. Vandalism	9		9		
150. Weapons, Carrying, Possess, etc.	3		3	1	
160. Prostitution and Commercialized Vice			-		
170. Sex Offenses (except 02 and 160)	7		7	2	1
180. Drug Abuse Violations Total	7	-	7	3	2
Sale/mfg. 18A. Opium-Cocaine	2		2	1	
18B. Marijuana	3		3		
18C. Synthetic			-		
18D. Other			-		
Possession 18E. Opium-Cocaine			-		
18 F. Marijuana	2		2	2	2
18G. Synthetic			-		
18H. Other			-		
190. Gambling Total	-	-	-	-	-
19A. Book Making	-		-		
19B. Numbers. Etc.	-		-		
19C. Other	-		-		
200. Offenses Against Family & Children	6	1	5	1	
210. Driving Under the Influence	6	1	5	10	
220. Liquor Laws			-		
230. Drunkenness	4		4	4	
240. Disorderly Conduct	36	4	32	23	1
250. Vagrancy			-		
260. All Other Offenses (except traffic)	61	12	49	38	1
TOTAL PART II OFFENSES	159	18	141	83	5

Pocono Mountain Regional Police UCR Crime Stats
June 2025

	DEPART TOTAL	TOBY	TUNK	BORO	COOL	BAR	OUT	SRO
Homicide	0	0	0	0	0	0	0	0
Rape	1	0	0	0	1	0	0	0
Robbery	0	0	0	0	0	0	0	0
Assaults	13	2	3	3	4	1	0	1
Burglary	1	1	0	0	0	0	0	0
Larceny - Thefts	28	7	3	9	7	2	0	0
Stolen Vehicles	4	1	0	1	2	0	0	0
Arson	0	0	0	0	0	0	0	0
Forgery	1	1	0	0	0	0	0	0
Fraud	18	4	4	2	6	2	0	0
Embezzlement	0	0	0	0	0	0	0	0
Stolen Property	1	0	0	1	0	0	0	0
Vandalism	9	3	1	1	4	0	0	0
Weapons	3	2	0	0	1	0	0	0
Prostitution	0	0	0	0	0	0	0	0
Sex Offenses	7	1	0	0	4	2	0	0
Drug Violations	7	0	1	2	4	0	0	0
Gambling	0	0	0	0	0	0	0	0
Offenses Family	6	1	0	0	5	0	0	0
DUI	6	1	2	1	1	1	0	0
Liquor Laws	0	0	0	0	0	0	0	0
Drunkenness	4	3	0	0	1	0	0	0
Disorderly Conducts	34	10	4	8	9	3	0	2
All Others	61	17	10	13	16	5	0	0
UCR TOTALS	204	54	28	41	65	16	0	3

Domestics	72	16	7	13	34	2	0	0
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MOUNT POCONO BOROUGH
Larceny - Thefts Breakdown 2025

	TOTAL	RESIDENTIAL	COMMERCIAL
January	11	0	11
February	6	0	6
March	11	2	9
April	5	1	4
May	12	1	11
June	9	0	9
July	0		
August	0		
September	0		
October	0		
November	0		
December	0		
2024 Total	54	4	50

Lowes - 2
Walmart - 1
Pho Saigon III - 1
Bills Shop Rite - 4
Pioneer Diner - 1



Pocono Mountain Regional Emergency Medical Services

“Excellence, Honor, and Compassion”

Coolbaugh Township EMS Activity		June 2025		
Total Coolbaugh Calls June: 218		Total PMREMS Calls June 2025: 597		
Total Coolbaugh Calls QTD: 637		Total PMREMS Calls QTD: 1,668		
Total Coolbaugh Calls YTD: 1,343		Total PMREMS Calls YTD: 3 , 5 6 1		
		April	May	June
Non-Emergency Transports		62	70	70
Calls Lost to Mutual aid		33	31	31
Calls Picked Up from Mutual Aid		37	30	30

Coolbaugh Twp. Vol. Fire Co.	April / May / June / Q2 Totals
Total Calls for the Quarter: 114	Total Calls YTD: 226
Dispatched in Coolbaugh for the Quarter: 112	Dispatched in Coolbaugh YTD: 112
Dispatched Mutual Aid for the Quarter: 2	Dispatched Mutual Aid YTD: 2
Total Incident Hours: 351.22	Total Man Hours (Calls) YTD: 520.56
Total Training Hours: 513.54	Training Hours YTD: 876.76
Total Man Hours Business: 209.43	Total Man Hours Business YTD: 614.59
Total Hours for Q2: 1,074.19	Total Hours YTD: 2,011.91
Monthly Call Breakdown	
Call Type	Call Totals (April / May / June = Q2)
Automatic Fire / CO Alarm	15 / 19 / 10 = 44
Lift Assist / EMS Assist / MedEvac	1 / 2 / 0 = 3
Odor / Smoke Investigation	0 / 0 / 0 = 0
Hazmat / Carbon Monoxide	3 / 2 / 1 = 6
Motor Vehicle Crash	9 / 4 / 9 = 22
Motor Vehicle Crash w/ Entrapment	1 / 0 / 1 = 2
Residential Structure Fire	4 / 3 / 1 = 8
Commercial Structure Fire	0 / 1 / 0 = 1
Vehicle Fire	0 / 0 / 0 = 0
Vegetation / Brush Fire	3 / 0 / 0 = 3
Other Type of Fire	0 / 0 / 0 = 0
Traffic Control Only	0 / 0 / 1 = 1
Wires Down / Tree on Wires / Tree Across Road	2 / 0 / 0 = 2
Mutual Aid to Other Municipality	0 / 0 / 2 = 2
Search / Water / Tech Rescue	0 / 2 / 1 = 3
Special Type of Incident / All Other	9 / 5 / 2 = 16
Total Calls for Q2	114
Average # of firefighters per call: <u>4.7</u>	
Total Calls in 2025: <u>226</u>	

Fire Company: **Gouldsboro Vol Fire Co**

Month: June 2025

Total Monthly Calls: 12

Total Calls YTD: 84

Total dispatched in Coolbaugh MTD: 1

Total dispatched in Coolbaugh YTD: 13

Total Mutual Aid Calls to Other Townships: 1

Total Man Hours (Calls) Month: 39.5

Total Man Hours (Calls) YTD: 289

Training Hours Month: 225.5

Training Hours YTD: 1294

Total Man Hours Business Month: 1049.5

Total Man Hours Business YTD: 6572.5

Total Hours MTD: 1314.5

Total Hours YTD: 8155.5

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	2
Dwelling Fire	
Fire, other	1
Extrication	
Hazmat	
Lift Assist/EMS Assist/ Medivac Landing	2
Mutual Aide	1
CO Alarm/Investigation	
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	1
Vehicle Accident	1
Vehicle Fire	
Wires Down/ Tree on Wires/ Tree Across Road	1
Special Type of incident	3
Total Calls per Month	12

Average #firefighters per call: 5.75

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

Coolbaugh Township Municipal Building

Attn: Erin Masker

5520 Municipal Drive

Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

Fire Company: **Gouldsboro Vol Fire Co**

Month: April-June 2025

Total Quarter Calls: 43

Total Calls YTD: 84

Total dispatched in Coolbaugh QTD: 7

Total dispatched in Coolbaugh YTD: 13

Total Mutual Aid Calls to Other Townships: 6

Total Man Hours (Calls) QTD 152.5

Total Man Hours (Calls) YTD: 289

Training Hours QTD 896.5

Training Hours YTD: 1294

Total Man Hours Business QTD 2961

Total Man Hours Business YTD: 6572.5

Total Hours QTD: 4010

Total Hours YTD: 8155.5

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	2
Dwelling Fire	
Fire, other	1
Extrication	
Hazmat	
Lift Assist/EMS Assist/ Medivac Landing	10
Mutual Aide	6
CO Alarm/Investigation	3
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	3
Vehicle Accident	5
Vehicle Fire	1
Wires Down/ Tree on Wires/ Tree Across Road	5
Special Type of incident	7
Total Calls per Month	43

Average #firefighters per call: 6

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

Coolbaugh Township Municipal Building

Attn: Erin Masker

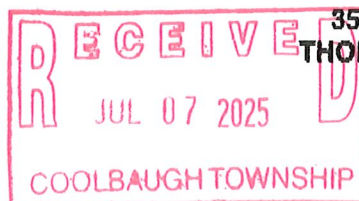
5520 Municipal Drive

Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

**THORNHURST VOLUNTEER FIRE AND RESCUE CO.**351 OLD RIVER ROAD
THORNHURST, PA 18424**Dates covered in report: 4/1/25 to 6/30/25****Calls Dispatched in Coolbaugh Twp: 5****Total Quarterly Calls: 25****Total VH Calls: 134.5****Total VH Training: 205.0****Total VH Business: 1,731.0****Total Quarterly VH: 2070.0****Calls Dispatched in Coolbaugh YTD: 8****Total Calls YTD: 39****Total VH Calls YTD: 293.0****Total VH Training YTD: 623.5****Total Business VH YTD: 2,606.0****Total Quarterly VH YTD: 3,522.5****Quarterly Call Type:****Average Firefighters per Call: 5****Automatic Fire Alarms: 3****Brush Fire: 3****CO Alarms: 1****EMS Assist: 3****MVA: 2****Odor/Smoke Investigation: 2****Electrical Investigation: 1****Propane Tank Leak: 1****Dive Request: 1****Lockout Assist: 1****Trees on wires/in road: 7****Other Incident:****TOTAL: 25****Fire Police Traffic Control****Calls Quarter: 13****Quarter VH Calls: 62.5****Traffic Control YTD: 18****Fire Police VH Calls YTD: 89.5****Attn: Secretary Coolbaugh Twp. Municipal Building/5520 Municipal Dr./Tobyhanna 18466****Email: emasker@coolbaughtwp.org****Fax: (570) 894-8413**



THORNHURST VOLUNTEER FIRE AND RESCUE CO.**351 OLD RIVER ROAD
THORNHURST, PA 18424****MEETINGS:**

Auxiliary Monthly Business:	64.5 VH
Fire Monthly Business:	60.0 VH
Thornhurst Twp:	1.0 VH
Clifton Twp:	2.0 VH
Coolbaugh Twp:	2.0 VH
Tobyhanna Twp:	2.5 VH
Mutual Aid:	10.0 VH
Shade Creek Fire Co.	2.0 VH
Thornhurst Twp Planning:	3.0 VH
TOTAL:	154.5 VH

FUNDRAISING:

Cash Bingo (3):	141.0 VH
Trap Shoot:	78.0 VH
Pool Fill:	7.5 VH
Shop:	9.0 VH
Tech & Tool Bingo:	144.0 VH
Night at Races:	144.5 VH
Online Raffles:	30.0 VH
Meat Raffle Sales:	25.0 VH
TOTAL:	579.0 VH

Work & Equipment Maintenance:	709.5
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Community:

Kids Easter Party:	141.0 VH
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Parades:

Gouldsboro:	18.0 VH
Jefferson:	28.0 VH
Elmhurst:	21 VH
TOTAL:	67.0 VH

TREASURER:	42.0 VH
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SECRETARY:	38.0 VH
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TOTAL BUSINESS VOLUNTEER HOURS SECOND QUARTER:	1,731
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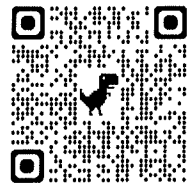


Fun Facts:

In 2004 the library only had an 8 mbps internet cable service hookup on a classic “daisy chain” network for staff and patrons to get online. In July 2025, the library provides a speedy and secure 1000 mbps internet connection via fiber lines as part of a complex filtered network system for PCs and Wi-Fi. The fiber connection the library uses is funded annually at 80% by Federal e-rate funds, and the fiber lines were originally installed over a decade ago along PA Route 611 by PenTeleData for the old Jenco/Fed Ex Distribution Center near the airport.

<u>LIBRARY SERVICE</u>	<u>June 2025</u>	<u>2025 To Date</u>	<u>2024 YEAR END</u>
Circulations	1,848	8,784	17,940
E-Books—All Platforms	562	2,044	4,068
Gate Count	1,839	9,864	21,945
Wi-Fi Usage	1,719	9,936	21,785
Computer Use	130	639	1,202
Printing, Faxing, Scanning	313	1,974	3,549
Essential Documents	96	174	434
Reference & Computer Help	839	4,127	8,018
Social Interactions (10 min+)	175	1,189	2,134
Kids Programs & Outreach	6	49	103
Kids Program Attendance	166	612	2,143
Adult & Teen Programs & Outreach	9	51	123
Adult & Teen Attendance	97	414	942
Website Views	1,543	7,758	16,078
New Patron Cards	38	184	331

The 2025 Annual Kids Summer Reading Program is in full swing!



- ◇ **80 Families registered, with over 100 kids participating**
- ◇ **Scheduled events include: Poke-a-Nose Pottery, LizTech bead jewelry crafts, field trip to find amphibians at the Tobyhanna State Park; a visit from PT Reptiles with live snakes and lizards; a real archaeological “dig” with a Sabre-tooth Tiger and Mastadon skeletons; Tours of the Wills Mansion; Color Science Experiments; Robot Races with Ozobots & Sphero Bolt; a DJ Dance Party; and Slime Fest where kids can experiment with color while making glue-slime.**
- ◇ **The library has participated in statewide coordinated summer reading program since 2003 which helps kids maintain learning and literacy skills between school years.**

4

Coolbaugh Township

5520 Municipal Drive

Tobyhanna PA 18466

Phone: 570-894-8490



Total Permits for 01/01/2025 to 06/30/2025

Permit Type	# of Permits
Alarm Permit	41
Code Citation	194
Driveway Permit	20
Emergency Road Opening Permit	1
Establish a Business	13
Field/Pavilion Use Request	21
Land Development Permit	17
Recycling Permit	677
Road Occupancy Permit	8
Sewage Permit	61
Sewage Pumping Report Permit	509
Short Term Rental/Renewal Application	609
Sign Permit	3
Tenant Registration Permit	256
Zoning Hearing Board Application	10

Coolbaugh Township

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



Total Permits for 01/01/2025 to 06/30/2025

Permit Type	# of Permits
Zoning Permit	432
Total	2,872

Coolbaugh Township

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



Permits Issued 01/01/2025 to 06/30/2025

Total Recycling Permits Issued: 677

Total Mulch Punches: 80

Total Recycle Punches: 319

Coolbaugh Township

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



Violation Totals 01/01/2025 to 06/30/2025

Permit Type	Submitted	Assigned	Pending	Active	Complete	Canceled
Agriculture	0	0	0	1	0	0
Alarm Violation	0	0	0	5	6	1
Dangerous Structure	0	0	0	4	1	0
Driveway Culvert Pipe Violation	0	0	0	0	1	0
Impervious Coverage Violation	0	0	0	1	0	0
No Tenant Violation	0	0	0	31	28	1
Nuisance Violation	0	0	0	16	0	0
Right of Way Violation	0	0	0	0	2	0
Septic Pumping Violation	0	1	0	223	488	2
Sewage Violation	0	0	0	1	0	0
Short Term Rental Violation	0	0	0	14	8	0
Zoning Violation	0	0	0	7	3	1
Totals:	0	1	0	303	537	5

5

Erin Masker

From: Greg Haas <ghaas@kceinc.com>
Sent: Thursday, May 29, 2025 1:24 PM
To: Michael Hartman; Erin Masker
Cc: Patrick M. Armstrong
Subject: RE: PMCC South Warehouse Planning Module

Michael, Erin, & Patrick,

I've reviewed the four (4) provided items and have no engineering comments.

Regards,
Greg

Gregory S. Haas, P.E.



863 Interchange Road, P.O. Box 639

Kresgeville, PA 18333-0639

ghaas@kceinc.com | cell: 570.249.0209 | www.KCEinc.com

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Learn about career opportunities [here](#).

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From: Michael Hartman <mhartman@schlouch.com>
Sent: Thursday, May 1, 2025 1:40 PM
To: Erin Masker <emasker@coolbaughtwp.org>
Cc: Greg Haas <ghaas@kceinc.com>; Patrick M. Armstrong <parmstrong@grimlaw.com>
Subject: PMCC South Warehouse Planning Module

Erin,

Following up from our conversation, due to DEP's tracking program, the deadline for action on the planning module is now August 11. So that gives us some time to get this wrapped up and back to Todd Stires.

Attached to this email please find the submission I made to DEP in response to their comments.

If you could, please put this on the agenda for Supervisor's meeting on June 17. I know I had said June 3, but looking at my calendar, I have a conflict that night.

Lastly, looking quickly through my files, I can't seem to find a copy of the agreement that Supervisor Kelly had asked for. I will continue to look for it, but wanted to make sure I got this email to you.

Michael Hartman, P.E.

Project Engineer / Design Build Project Coordinator

Schlouch Inc

PO Box 69

Blandon, PA 19510

mhartman@schlouch.com

610.926.7070 x135 - Office

484.663.3487 - Cell



G. PROPOSED WASTEWATER DISPOSAL FACILITIES (See Section G of instructions)

Check all boxes that apply, and provide information on collection, conveyance and treatment facilities and EDU's served. This information will be used to determine consistency with Chapter 93 (relating to wastewater treatment requirements).

1. COLLECTION SYSTEM

a. Check appropriate box concerning collection system

- ☐ New collection system ☐ Pump Station ☐ Force Main
☒ Grinder pump(s) ☐ Extension to existing collection system ☐ Expansion of existing facility

Clean Streams Law Permit Number Permit No. 4501404

b. Answer questions below on collection system

Number of EDU's and proposed connections to be served by collection system. EDU's 12

Connections 1

Name of:

existing collection or conveyance system _____

owner _____

existing interceptor Pocono Mountains Industrial Park Authority

owner Pocono Mountains Industrial Park Authority

2. WASTEWATER TREATMENT FACILITY

Check all boxes that apply, and provide information on collection, conveyance and treatment facilities and EDU's served. This information will be used to determine consistency with Chapter(s) 91 (relating to general provisions), 92 (relating to national Pollution Discharge Elimination System permitting, monitoring and compliance) and 93 (relating to water quality standards).

a. Check appropriate box and provide requested information concerning the treatment facility

- ☐ New facility ☒ Existing facility ☐ Upgrade of existing facility ☐ Expansion of existing facility

Name of existing facility Pocono Mountains Corporate Center East Wastewater Treatment Plant (PMCCEWTP)

NPDES Permit Number for existing facility 60895

Clean Streams Law Permit Number Permit No. 4501404

Location of discharge point for a new facility. Latitude _____ Longitude _____

b. The following certification statement must be completed and signed by the wastewater treatment facility permittee or their representative.

As an authorized representative of the permittee, I confirm that the PMCCEWTP
(Name from above) sewage treatment facilities can accept sewage flows from this project without adversely affecting the facility's ability to achieve all applicable technology and water quality based effluent limits (see Section I) and conditions contained in the NPDES permit identified above.

Name of Permittee Agency, Authority, Municipality Pocono Mountains Industrial Park Authority

Name of Responsible Agent Charles A. Leonard

Agent Signature Charles A. Leonard Date 9/3/24

(Also see Section I. 4.)

☒ **J. CHAPTER 94 CONSISTENCY DETERMINATION** (See Section J of instructions)

Projects that propose the use of existing municipal collection, conveyance or wastewater treatment facilities, or the construction of collection and conveyance facilities to be served by existing municipal wastewater treatment facilities must be consistent with the requirements of Title 25, Chapter 94 (relating to Municipal Wasteload Management). If not previously included in Section F, include a general map showing the path of the sewage to the treatment facility. If more than one municipality or authority will be affected by the project, please obtain the information required in this section for each. Additional sheets may be attached for this purpose.

1. Project Flows 2250 gpd
2. Total Sewage Flows to Facilities (pathway from point of origin through treatment plant)

When providing "treatment facilities" sewage flows, use Annual Average Daily Flow for "average" and Maximum Monthly Average Daily Flow for "peak" in all cases. For "peak flows" in "collection" and "conveyance" facilities, indicate whether these flows are "peak hourly flow" or "peak instantaneous flow" and how this figure was derived (i.e., metered, measured, estimated, etc.).

- a. Enter average and peak sewage flows for each proposed or existing facility as designed or permitted.
- b. Enter the average and peak sewage flows for the most restrictive sections of the existing sewage facilities.
- c. Enter the average and peak sewage flows, projected for 5 years (2 years for pump stations) through the most restrictive sections of the existing sewage facilities. Include existing, proposed (this project) and future project (other approved projects) flows.

To complete the table, refer to the instructions, Section J.

	a. Design and/or Permitted Capacity (gpd)		b. Present Flows (gpd)		c. Projected Flows in 5 years (gpd) (2 years for P.S.)	
	Average	Peak	Average	Peak	Average	Peak
Collection	0.144 mgd	0.480 mgd	0.0063 mgd	0.036 mgd	0.009 mgd	0.02 mgd
Conveyance	0.0144 mgd	0.480 mgd	0.0063 mgd	0.036 mgd	0.009 mgd	0.02 mgd
Treatment	0.144 mgd	0.030 mgd	0.0062 mgd	0.036 mgd	0.009 mgd	0.02 mgd

3. Collection and Conveyance Facilities

The questions below are to be answered by the sewer authority, municipality, or agency responsible for completing the Chapter 94 report for the collection and conveyance facilities. These questions should be answered in coordination with the latest Chapter 94 annual report and the above table. The individual(s) signing below must be legally authorized to make representation for the organization.

YES NO

- a. ☐ YES ☒ NO This project proposes sewer extensions or tap-ins. Will these actions create a hydraulic overload within five years on any existing collection or conveyance facilities that are part of the system?

If yes, this sewage facilities planning module will not be accepted for review by the municipality, delegated local agency and/or DEP until all inconsistencies with Chapter 94 are resolved or unless there is an approved Corrective Action Plan (CAP) granting an allocation for this project. A letter granting allocations to this project under the CAP must be attached to the module package.

If no, a representative of the sewer authority, municipality, or agency responsible for completing the Chapter 94 report for the collection and conveyance facilities must sign below to indicate that the collection and conveyance facilities have adequate capacity and are able to provide service to the proposed development in accordance with both §71.53(d)(3) and Chapter 94 requirements and that this proposal will not affect that status.

b. Collection System

Name of Agency, Authority, Municipality Pocono Mountains Industrial Park Authority

Name of Responsible Agent Charles A. Leonard

Agent Signature Charles A. Leonard Date 9/3/24



April 10, 2025

DEP Code No. 2-45905154-3

SEWAGE FACILITIES PROJECT NARRATIVE

**Pocono Mountains Corporate Center Warehouse
Coolbaugh Township, Monroe County**

Project Description

Coolbaugh South Owners, LLC. is has developed a warehouse facility on a parcel located within Coolbaugh Township, Monroe County, Pennsylvania. The parcel is a 44.15-acre parcel located in the south-western side corner of Sterling Road (S.R. 196) and Green Road. The constructed improvements are one warehouse facility totaling roughly 400,410 square feet, car and truck parking facilities and associated storm water conveyance and detention facilities.

The property is part of the plans titled "Pocono Mountains Corporate Center Phase A, Section 1. The plans were recorded in the Monroe County Recorder of Deeds in Plan Book 73, Pages 209 through 212. The subject property was noted as "Remining Lands of PMI"

This site will be serviced by public water and public sewer. Sewer service to the property is provided through the installation of a low-pressure sewage grinder pump that is connected to an existing manhole located within Kolb Court which is owned and operated by the Pocono Mountains Industrial Park Authority.

Anticipated Project Flow

The anticipated sewerage usage for the project is 2,250 GPD or 12 EDUs (per Pocono Mountains Industrial Park Authority rate of 200 gallons/EDU).

The project usage amount is based the following:

Building Area = 400,140 sq. ft.

Office Employees (10 GPD/Employee)

Warehouse Employees (35 GPD/Employee)

2,250 GPD or 11 EDUs

15 Employees = 150 GPD

60 Employees = 2,100 GPD



July 25, 2024

DEP Code No. 2-45905154-3

SEWAGE FACILITIES PROJECT NARRATIVE

Pocono Mountains Corporate Center Warehouse Coolbaugh Township, Monroe County

ALTERNATIVE ANALYSIS

1. *Describe the chosen disposal method, its location, the daily flow proposed and if the method is an interim method (to be replaced by the ultimate method in 5 years or less), or is an ultimate method (to serve the development in the long term, for 5 years or more). Also provide the number of lots or EDU's that will be served.*

The proposed development is to be serviced utilizing the existing municipal collection system. The anticipated daily flow from the development is 2,500 GPD (or 12 EDUs, based on the Pocono Mountains Industrial Park Authority's rate of 200 gallons/EDU). The anticipated flow amount is based on an estimate of 15 office employees (10 GPD/employee) and 60 warehouse employees (35 GPD/employee). Pocono Mountains Industrial Park Authority can provide the capacity within their collection, conveyance, and treatment systems and have confirmed allocation.

2. *Describe the types of land uses adjacent to the project area (Agricultural, Residential, Commercial, etc.) and the type of sewage disposal method serving each of those land uses.*

The properties immediately adjacent to the development are located within the Commercial and Residential Zoning Districts per the Coolbaugh Township Zoning Ordinance. The properties to the east and north are presently developed with commercial and residential uses and served by on-lot septic systems. The properties to the west and south are presently developed with commercial/industrial uses and are connected to the municipal sanitary sewer system.

3. *Indicate if the adjacent sewage facilities described in (2) are in need of improvement due to high rates of on lot malfunction or overloaded public sewers. If any of the sewage facilities described above are in need of improvement due to high on lot malfunction rates, a sewage disposal project alternative that proposes to upgrade or construct facilities to serve these needs areas, as well as the proposed project area, may be more viable than a method intended only to serve the current project.*

At the time of this narrative, it is our understanding that Pocono Mountains Industrial Park Authority Treatment Plant has adequate capacity to be able to serve the 5-year projected flows. There are no known existing sewage management program(s) in the area, or any sewage management program(s) that this project would be required to participate in.

4. *Describe several other sewage collection technologies and collection system routes that could be used to serve this project. Consider all reasonable possibilities and compare them with the selected alternative's technology.*

The project is located within a public sewer service area per the Coolbaugh Township's Official Sewage Facilities Plan.

5. *Describe why the proposed method was chosen over any of the other methods described in the alternative analysis. Environmental, administrative, and financial concerns may be addressed. Also indicate how the chosen method will guarantee adequate sewage disposal for the development in both the short-term (up to 5 years) and long-term (beyond 5 years) by describing the adequacy of the proposed facilities (organic and hydraulic loading) and the ability of the facility to accept additional flows or loads.*

Since there is no feasible area located within the project boundary capable of supporting an on-lot septic system, therefore the project is proposed to connect to the existing municipal sewerage system. Since it is connected to an existing permitted municipal facility, the required capacity for the site will be guaranteed.

6. *Indicate who will be the owner of the facility, and who will be responsible for operation and maintenance of the facility. To assure adequate long-term sewage disposal for the project, the disposal system must be properly operated and maintained. The applicant must indicate in the analysis who will be the owner of the facility and who will be responsible for the operation and maintenance of the facility. This may be a municipality, a sewer authority or a management agency; however, the ultimate responsibility lies with the municipality.*

The pump station located on-site shall be owned and maintained by the property owner. A maintenance agreement shall be executed between the property owner and PMIPA.



April 10, 2025

Todd Stires
Sewage Planning Specialist II
Pennsylvania Department of Environmental Protection
Pocono District Office
2147B Route 611
Swiftwater, PA 18370

RE: *Act 537 Sewage Planning*
DEP Code No. 2-45905154-3
Pocono Mountains Corporate Center Warehouse
Coolbaugh Township, Monroe County

Dear Todd,

On behalf of the applicant, Coolbaugh South Owners, LLC., I am submitting an application for the above-mentioned project for review. For your use, the following items have been included with this submission.

- Revised Project Narrative
- Revised pages from the Component 3
- Water Obstruction and Encroachment Permit (Permit No. E4502221-007)

The enclosed plans and documents have been revised in response to the review comments provided in the DEP Review Letter dated January 16, 2025.

An item-by-item response to the comments has been provided below:

1. *Please edit the project narrative to correct or address the following:*
 - a. *The project narrative states the sewerage usage for the project is 12 EDUs "per Mount Pocono Municipal Authority"; however, Item #1 of the Alternative Analysis states the EDUs are based on Pocono Mountains Industrial Park Authority's rate.*
The reference to "Mount Pocono Municipal Authority" has been corrected to be consistent.
 - b. *The amount of proposed sewage flows for office workers and warehouse staff appears to be based on flow amounts described under 25 Pa Code 73.17(b) for on-lot sewage disposal, rather than the Domestic Wastewater Facilities Manual, or a schedule from the Authority.*
While the GPD/employee rates that were used to determine the required flow allocation has been based on the values provided in PA Code 73.17, they have been used to determine an acceptable amount of allocation that was negotiated between the applicant and Pocono Mountains Industrial Park Authority.

- c. Please include information addressing the wetland protection requirements under Section G.4, including if the wetlands are designated as Exceptional Value (EV) or High Quality (HQ), the type of permit required, time and cost impacts, discussion of the feasible alternative chosen if EV or HQ wetlands are present, any impacts on EV or HQ streams due to the project, and any impacts of the permitting requirements on the project.

The watercourse located within the has a designated use of HQ-CWF. A joint permit (Permit No. E4502221-007) was acquired for the installation of the roadway crossing over and for the installation of the sanitary and gas service laterals. Due to the locations of the existing utilities and the requirements of PennDOT, there were no feasible alternatives. A copy of the Water Encroachment Permit has been included with this submission.

2. Please provide the Clean Streams Law Permit Number under Section(s) G.1 and G.2.
The Clean Streams Law Permit number has been added to the plans.

3. It appears Section J - Chapter 94 Consistency Determination and Section O - Sewage Management were completed; however, only one section should be completed depending on whether the Pocono Mountains Industrial Park Authority submits an annual Chapter 94 report to DEP:

- a. If a report is submitted, please complete the table under Section J.2.c and provide the data concerning the conveyance system.

Per PMIPA, a Chapter 94 report is not required or prepared for this wastewater treatment plant. The Conveyance System values are the same as the collection system amounts. The Table has been updated accordingly.

- b. If a report is not submitted, please provide a description of the treatment facility including its permitted capacity, current peak and average flow, and available capacity.

Per PMIPA:

- The WWTP utilizes an extended aeration/activated sludge treatment system with sand filtration and ultraviolet light (UV) disinfection.
- The WWTP system consists of an influent comminutor/screen, equalization tank, sand aeration tank, clarifier, sand filter, UV disinfection chamber, effluent flow meter, and sludge holding tank
- Permitted discharge of 0.0144 MGD
- Average Daily flow: 0.006 MGD
- Available remaining Capacity: 0.008 MGD

If you have any questions, please do not hesitate to contact me.

Sincerely,

Michael Hartman, P.E.
mhartman@dh-enterprises.net

Commonwealth of Pennsylvania
Department of Environmental Protection
Waterways and Wetlands Program
Northeast Regional Office

WATER OBSTRUCTION AND ENCROACHMENT PERMIT

The Department of Environmental Protection "Department", established by the Act of December 3, 1970, P.L. 834 (71 P.S. §§510.1 et seq.) and empowered to exercise certain powers and perform certain duties under and by virtue of the Act of November 26, 1978, P.L. 1375, as amended by the Act of October 23, 1979, P.L. 204 (32 P.S. §§693.1 et seq.) known as the "Dam Safety and Encroachments Act"; Act of October 4, 1978, P.L. 851, (32 P.S. §§679.101 et seq.) known as the "Flood Plain Management Act"; Act of June 22, 1937, P.L. 1987, (35 P.S. §§691.1 et seq.), known as "The Clean Streams Law"; and the Administrative Code, Act of April 9, 1929, P.L. 177, as amended, which empowers the Department to exercise certain powers and perform certain duties by law vested in and imposed upon the Water Supply Commission of Pennsylvania and the Water and Power Resources Board, hereby issues this permit to:

**Orchard BJK Company, LLC
925 Berkshire Road
Wyomissing, PA 19610**

giving its consent to:

authorize the following water obstructions and encroachments associated with the Pocono Mountains Corporate Center Warehouse Project:

- 1) To place fill within 0.05 acres of PEM/PSS/PFO Wetlands (Other) for the purpose of constructing a parking lot and associated grading.**
- 2) A stream crossing of an UNT to Red Run (HQ-CWF, MF) consisting of a 50-ft long, 6-ft high, 12-ft span aluminum arch culvert having R-5 riprap aprons on the upstream and downstream ends of the culvert.**
- 3) A stormwater outfall to an UNT to Red Run (HQ-CWF, MF) consisting of a vegetated, trapezoidal swale having 2:1 side slopes.**
- 4) A utility line crossing of an enclosed portion of UNT to Red Run (HQ-CWF, MF) consisting of a 6-in diameter, concrete-encased PVC natural gas pipe.**
- 5) A utility line crossing of an enclosed portion of an UNT to Red Run (HQ-CWF, MF) consisting of a 2-inch diameter HDPE sanitary sewer force main.**

The project is located directly southwest of the intersection of Green Road and Sterling Road (Buck Hill Falls, PA Quadrangle Latitude: 41° 8' 42.6"; Longitude: -75° 21' 42.9") in Coolbaugh Township, Monroe County.

The issuance of this permit also constitutes approval of a Water Quality Certification under Section 401 of the Federal Water Pollution Control Act [33 U.S.C.A. 1341(a)].

If this work authorized by this permit is not completed on or before the **31st** day of **December** A.D. **2026**, this permit, if not previously revoked or specifically extended by the Department in writing, shall become void without further notification.

This permit is issued in response to an application filed with the Department of Environmental Protection on the **8th** day of **August** A.D. **2021** and with the understanding that the work shall be performed in accordance with the maps, plans, profiles and specifications filed with and made a part of the application on **September 9th, 2021, December 2nd, 2021 and February 8th, 2022**, subject, however, to the provisions of the Dam Safety and Encroachments Act, the Flood Plain Management Act, the Clean Streams Law, the Administrative Code, the rules and regulations promulgated thereunder and the following conditions and restrictions:

1. The permittee shall sign the Acknowledgement of Appraisal of Permit Conditions thereby expressly certifying the permittee's acceptance of, and agreement to comply with, the terms and conditions of this permit. The permittee shall return a signed copy of the Acknowledgement of Appraisal of Permit Conditions to the Department. Unless the Acknowledgement of Appraisal of Permit Conditions for is completed and filed with the Department, this permit is void.
2. The Department, in issuing this permit, has relied on the information and data which the permittee has provided in connection with his permit application. If, subsequent to the issuance of this permit, such information and data prove to be false, incomplete or inaccurate, this permit may be modified, suspended, or revoked, in whole or in part, and the Department may, in addition, institute appropriate legal proceedings.
3. This permit does not give any property rights, either in real estate or material, nor any exclusive privileges, nor shall it be construed to grant or confer any right, title, easement, or interest in, to, or over any land belonging to the Commonwealth of Pennsylvania; neither does it authorize any injury to private property or invasion of private rights, nor any infringement of Federal, State, or Local laws or regulations; nor does it obviate the necessity of obtaining Federal assent when necessary.
4. The work shall at all times be subject to supervision and inspection by representatives of the Department, and no changes in the maps, plans, profiles, and specifications as approved shall be made except with the written consent of the Department. The Department, however, reserves the right to require such changes or modifications in the maps, plans, profiles, and specifications as may be considered necessary. The Department further reserves the right to suspend or revoke this permit if in its opinion the best interest of the Commonwealth will be subserved thereby.
5. This permit authorizes the construction, operation, maintenance and normal repair of the permitted structures conducted within the original specifications for the water obstruction

or encroachment, and in accordance with the regulations of the Department and terms and conditions of this permit. Any repairs or maintenance involving modifications of the water obstruction or encroachment from its original specifications, and any repairs or reconstruction involving a substantial portion of the structure as defined by regulations of the Department shall require the prior written approval and permit of the Department.

6. All construction debris, excavated material, brush, rocks, and refuse incidental to this work shall be removed entirely from the stream channel and placed either on shore above the influence of flood waters, or at such dumping ground as may be approved by the Department.
7. There shall be no unreasonable interference with the free discharge of the river or stream or navigation during construction.
8. If future operations by the Commonwealth of Pennsylvania require modification of the structure or work, or if, in the opinion of the Department of Environmental Protection, the structure or work shall cause unreasonable obstruction to the free passage of floodwaters or navigation, the permittee shall, upon due notice remove or alter the structures, work or obstructions caused thereby, without expense to the Commonwealth of Pennsylvania, so as to increase the flood carrying capacity of the channel or render navigation reasonably free, easy, and unobstructed, in such manner as the Department may require. No claim shall be made against the Commonwealth of Pennsylvania on account of any such removal or alteration.
9. The permittee shall notify the Department, in writing, of the proposed time for commencement of work at least 15 days prior to the commencement of construction.
10. If construction work has not been completed within the time specified in this permit and the time limit specified in this permit has not been extended in writing by the Department or if this permit has been revoked for any reason, the permittee shall, at his own expense and in a manner that the Department may prescribe, remove all or any portion of the work as the Department requires and restore the watercourse and floodplain to their former condition.
11. The permittee shall fully inform the engineer or contractor, responsible for the supervision and conduct of the work, of the terms, conditions, restrictions and covenants of this permit. Prior to the commencement of construction, the permittee shall file with the Department in writing, on a form provided by the Department, a statement signed by the permittee and an individual responsible for the supervision or conduct of the work acknowledging and accepting the general and special conditions contained in this permit. Unless the acknowledgment and acceptance have been filed, this permit is void. A copy of this permit and the acknowledgment shall be available at the work site for inspection upon request by an officer or agent of the Department or another Federal, State, County or Municipal Agency.
12. The permittee shall operate and maintain the structure or work authorized herein in a safe condition in accordance with the permit terms and conditions and the approved maps, plans, profiles and specifications.

13. This permit may not be transferred without prior written approval from the Department, such approval being considered upon receipt of the properly executed "Application for Transfer of Permit" form.
14. If and when the permittee desires to discontinue use or abandon the activity authorized herein, he must remove all or part of the structure or work authorized and take other actions as are necessary to protect safety and the environment in accordance with a permit issued by the Department.
15. If the use of explosives in any waterways is required, the permittee shall secure the prior written permit from the Pennsylvania Fish and Boat Commission, pursuant to the Pennsylvania Fish and Boat Code, Act 1980-175 Title 30 Pennsylvania Consolidated Statutes, Section 2906. Requests should be directed to the Pennsylvania Fish and Boat Commission, Division of Environmental Services, 450 Robinson Lane, Bellefonte, PA 16823-9620, Telephone 814-359-5140.
16. Permittee shall implement and monitor an Erosion and Sedimentation Control Plan prepared in accordance with Chapter 102 so as to minimize erosion and prevent excessive sedimentation into the receiving watercourse or body of water.
17. The project site shall at all times be available for inspection by authorized officers and employees of the Pennsylvania Fish and Boat Commission. Prior to commencement and upon completion of the work authorized by this permit, the permittee shall notify the Pennsylvania Fish and Boat Commission's Northeast Regional Office at: 5566 Main Road Sweet Valley, PA 18656.
18. The project site shall at all times be available for inspection by authorized officers and employees of the County Conservation District. Prior to commencement and upon completion of the work authorized by this permit, the permittee shall notify the Monroe County Conservation District at: 8050 Running Valley Road, Stroudsburg, PA 18360.
19. Work may not commence until a signed copy of the Acknowledgement of Appraisal of Permit Conditions is received by the Department. Any work authorized by this permit conducted prior to the Department's receipt of a signed copy of the Acknowledgement of Appraisal of Permit Conditions is a violation of the Dam Safety and Encroachments Act and the Clean Streams Law, and you may be subject to fines and penalties pursuant to those Acts.

20. SPECIAL CONDITIONS:

- A) Project construction shall take place when the stream is at low flow.
- B) This permit also authorizes the installation of a temporary rock construction entrance and silt sock, which upon completion of the project shall be completely removed and the area restored and stabilized.
- C) The permittee shall be responsible for any damages resulting from increased backwater caused by the temporary rock construction entrance and silt sock. The permittee shall remove the temporary structures in the event of high water to prevent the increased backwater.
- D) Since this stream is a wild trout stream, no work shall be done in the stream channel between October 1 and December 31 without the prior written approval of the Pennsylvania Fish and Boat Commission.

DEPARTMENT OF ENVIRONMENTAL PROTECTION

Carl J. DeLuca

Carl Deluca
Acting Program Manager
Northeast Regional Office

03/10/2022

Issue Date

ACKNOWLEDGMENT OF APPRISAL OF PERMIT CONDITIONS

I, _____
(Permittee name)

and _____
(Name address and telephone of individual responsible for supervision of work)

acknowledge and accept the general and special conditions of Permit No. E4502221-007, issued to

**Orchard BJK Company, LLC
925 Berkshire Road
Wyomissing, PA 19610**

which authorizes the permittee to:

authorize the following water obstructions and encroachments associated with the Pocono Mountains Corporate Center Warehouse Project:

- 1) To place fill within 0.05 acres of PEM/PSS/PFO Wetlands (Other) for the purpose of constructing a parking lot and associated grading.**
- 2) A stream crossing of an UNT to Red Run (HQ-CWF, MF) consisting of a 50-ft long, 6-ft high, 12-ft span aluminum arch culvert having R-5 riprap aprons on the upstream and downstream ends of the culvert.**
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- 4) A utility line crossing of an enclosed portion of UNT to Red Run (HQ-CWF, MF) consisting of a 6-in diameter, concrete-encased PVC natural gas pipe.**
- 5) A utility line crossing of an enclosed portion of an UNT to Red Run (HQ-CWF, MF) consisting of a 2-inch diameter HDPE sanitary sewer force main.**

The project is located directly southwest of the intersection of Green Road and Sterling Road (Buck Hill Falls, PA Quadrangle Latitude: 41° 8' 42.6"; Longitude: -75° 21' 42.9") in Coolbaugh Township, Monroe County.

(Permittee signature)

(Date)

(Signature of individual responsible
for supervision of work)

(Date)

Return To:
rojevin@pa.gov
or

Department of Environmental Protection
Northeast Regional Office
Waterways and Wetlands Program
2 Public Square
Wilkes-Barre, PA 18701-1915

6



June 02, 2025

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

Re: Land Development for WGH Trucking, LLC
Financial Security Release #2
Coolbaugh Township, Monroe County, PA
Security Release for Required Improvements #2

Dear Ms. Masker:

On behalf of Walter Herrera, we request a partial release of funds for work completed at their project site. Reilly Associates has performed site reviews to confirm completed work as of May 30th, 2025. Utilizing the approved schedule of values, we have determined value for the completed work.

Based upon our review of the completed work, we request the release of \$224,685.12 of the retained security.

A total of \$30,167.96 should remain to be held for the cost of improvements to the above-mentioned project.

The following is a summary of the financial security release request. Please refer to the attached spreadsheet for a further breakdown of security and completed work.

Current amount of security:

Original Security Amount	\$	685,763.23
Previously Released Amount	\$	430,910.15
Current Financial Security	\$	254,853.08

Established value of security to remain:

Current Financial Security	\$	254,853.08
Less value of completed work & contingency	\$	<u>224,685.12</u>
Required amount of security to remain	\$	<u>30,167.96</u>

Coolbaugh Township Supervisors
February 14, 2025
Page 2 of 2



If you have any questions or concerns regarding this review, please contact our office.

Sincerely,

REILLY ASSOCIATES

A handwritten signature in black ink, appearing to read 'CPM'.

Christopher P. McDermott
Office Director/Senior Project Manager

CPM/ba/dac

Attachment

W:\20106 01 Herrera Land Development Plan\Financial Security\LDP\Release #2\2025 02-12 Release #2.docx

CC: Greg Haas P.E. , Keystone Consulting Engineering / ghaas@kceinc.com
Joel Marte / joelmarte084@gmail.com
Walter Herrera – WGH Trucking

WGH TRUCKING Land Development -- Release Request # 2

Item	Unit	Quantity	Unit Price	Work Cost	Requested release		Previously released		Amount remaining	
					Quantity	Work Costs	Quantity	Work Costs	Quantity	Work Costs
A Grading and Clearing										
1	Mobilization	EA	1	\$5,000.00		\$0.00	1	\$5,000.00	0	\$0.00
2	Construction Layout	LS	1	\$3,500.00		\$0.00	1	\$3,500.00	0	\$0.00
3	Clear & Grub	ACRE	3.30	\$7,000.00		\$0.00	3.3	\$23,100.00	0	\$0.00
4	Strip Topsoil and Stockpile On-site	CY	2,755	\$4.00		\$0.00	2755	\$11,020.00	0	\$0.00
5	Respread Topsoil with Stockpiled Material	CY	90	\$5.50	40	\$220.00	50	\$275.00	0	\$0.00
6	Rough Grade Site Including Swales	CY	1,350	\$8.00		\$0.00	1350	\$10,800.00	0	\$0.00
7	Safety/Tree Fence	LF	1,320	\$3.00		\$0.00	1320	\$3,960.00	0	\$0.00
	Sub Total			\$57,875.00		\$220.00		\$57,655.00		\$0.00
B Erosion/Sedimentation										
1	Construction Entrance	EA	1	\$8,500.00		\$0.00	1	\$8,500.00	0	\$0.00
2	Compost Filter Sock	LF	1115	\$7.00		\$0.00	1115	\$7,805.00	0	\$0.00
3	NAGS S-75 Biodegradable	SF	28290	\$0.65	200	\$130.00	28090	\$18,258.50	0	\$0.00
4	Concrete Washout	EA	1	\$150.00		\$0.00	1	\$150.00	0	\$0.00
5	Inlet Protection	EA	1	\$250.00		\$0.00	1	\$250.00	0	\$0.00
	Sub Total			\$35,093.50		\$130.00		\$34,963.50		\$0.00
C Stormwater										
1	12" HDPE Pipe	LF	41	\$32		\$0.00	41	\$1,312.00	0	\$0.00
2	15" HDPE Pipe	LF	7	\$48		\$0.00	7	\$336.00	0	\$0.00
3	Roof Leader	LF	24	\$50		\$0.00	24	\$1,200.00	0	\$0.00
4	Inlets	EA	1	\$3,000		\$0.00	1	\$3,000.00	0	\$0.00
5	Outlet Control Structure	EA	1	\$3,000		\$0.00	1	\$3,000.00	0	\$0.00
6	Anti-Seep Collar	EA	1	\$250		\$0.00	1	\$250.00	0	\$0.00
7	Headwall	EA	2	\$1,500		\$0.00	2	\$3,000.00	0	\$0.00
8	Rip-Rap Apron	LS	4	\$200		\$0.00	4	\$800.00	0	\$0.00
9	Infiltration Basin	LS	1	\$15,000		\$0.00	1	\$15,000.00	0	\$0.00
	Sub Total			\$27,898.00		\$0.00		\$27,898.00		\$0.00
D Water										
1	2" Water Line	LF	375	\$40.00		\$0.00	375	\$15,000.00	0	\$0.00
2	2" Shut Off Valve	EA	1	\$100.00		\$0.00	1	\$100.00	0	\$0.00
3	Meter Pit	EA	1	\$6,500.00		\$0.00	1	\$6,500.00	0	\$0.00
	Sub Total			\$21,600.00		\$0.00		\$21,600.00		\$0.00
E Sewer										
1	4" SCH 40 PVC	LF	136	\$45.00		\$0.00	136	\$6,120.00	0	\$0.00
2	Cleanout	EA	4	\$750.00		\$0.00	4	\$3,000.00	0	\$0.00
3	Onlot Sewage Disposal System	EA	1	\$10,000.00		\$0.00	1	\$10,000.00	0	\$0.00
4	2,000 Gal. Septic Tank	EA	1	\$3,000.00		\$0.00	1	\$3,000.00	0	\$0.00
5	600 Gal. Oil Water Separator	EA	1	\$1,800.00	1	\$1,800.00	0	\$0.00	0	\$0.00
	Sub Total			\$23,920.00		\$1,800.00		\$22,120.00		\$0.00
F Site Lighting										
1	Site Lighting (w/ Electric lines)**	EA	6	\$5,000.00	3	\$15,000.00	1.5	\$7,500.00	2	\$7,500.00
	Sub Total			\$30,000.00		\$15,000.00		\$7,500.00		\$7,500.00
G Paving and Curbing										
1	Fine Grade	SY	3,448	\$1.15	3448	\$3,965.20	0	\$0.00	0	\$0.00
2	1.5" Pavement Wearing Course	SY	3,448	\$20.00	3448	\$68,960.00	0	\$0.00	0	\$0.00
3	3.5" Pavement Base Course	SY	3,448	\$28.00	1748	\$48,944.00	1700	\$47,600.00	0	\$0.00
4	10" 2A Subbase	SY	3,448	\$50.00		\$0.00	3448	\$172,400.00	0	\$0.00
5	Concrete Sidewalk	SY	60	\$90.00	60	\$5,400.00	0	\$0.00	0	\$0.00
6	Curb	LF	865	\$46.00	865	\$39,790.00	0	\$0.00	0	\$0.00
7	Parking Stops	EA	9	\$250.00	9	\$2,250.00	0	\$0.00	0	\$0.00
8	Line Striping and Signage	LS	1	\$2,700.00	1	\$2,700.00	0	\$0.00	0	\$0.00
	Sub Total			\$392,009.20		\$172,009.20		\$220,000.00		\$0.00
H Landscaping / Misc.										
1	Deciduous Tree	EA	19	\$500.00	19	\$9,500.00	0	\$0.00	0	\$0.00
2	Evergreen Tree	EA	6	\$450.00	6	\$2,700.00	0	\$0.00	0	\$0.00
3	Parking and Foundation Shrubs & Perennials	LS	1	\$2,700.00	1	\$2,700.00	0	\$0.00	0	\$0.00
4	Landscape Mulch	LS	1	\$200.00	1	\$200.00	0	\$0.00	0	\$0.00
5	Dumpster Enclosure	LS	1	\$5,000.00		\$0.00	0	\$0.00	1	\$5,000.00
6	Set Monuments	EA	3	\$100.00		\$0.00	0	\$0.00	3	\$300.00
	Sub Total			\$20,400.00		\$15,100.00		\$0.00		\$5,300.00
	Subtotal			\$608,795.70		\$204,259.20		\$391,736.50		\$12,800.00
	MPC Contingency (10%)			\$60,879.57		\$20,425.92		\$39,173.65		\$1,280.00
	Township Legal, Admin., and Construction Observation (1%)			\$6,087.96						\$6,087.96
	As-built Plans (LS)			\$10,000.00						\$10,000.00
	Total Project Escrow			\$685,763.23		\$224,685.12		\$430,910.15		\$30,167.96

** 4 Lightpole bases up, poles present but not installed, released funds for 3 lights

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Prepared By: Grim, Biehn & Thatcher
104 S. Sixth Street, P.O. Box 215
Perkasie, PA 18944

Return To: Grim, Biehn & Thatcher
104 S. Sixth Street, P.O. Box 215
Perkasie, PA 18944

Monroe County Parcel ID No. 03.16.2.2

NOTE: TO RECORDER OF DEEDS: THIS AGREEMENT SHALL BE INDEXED UNDER NICHOLAS VALENTINE, AS GRANTOR AND COOLBAUGH TOWNSHIP, MONROE COUNTY, PENNSYLVANIA AS GRANTEE.

PARCEL ID NO.: 03.16.2.2

INDEMNIFICATION AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 2025, by and between Coolbaugh Township, a Pennsylvania Second Class Township, with offices located at 5520 Municipal Drive, Tobyhanna, Monroe County, Pennsylvania (hereinafter referred to as "TOWNSHIP") and Nicholas Valentine, owner of the property located at 89 Westwood Blvd., Gouldsboro, Coolbaugh Township, Pennsylvania. (hereinafter referred to as "OWNER"),

WITNESSETH:

WHEREAS, Owner is the owner of the premises located at 89 Westwood Blvd., Gouldsboro, Coolbaugh Township, Monroe County, Pennsylvania, more particularly described as Monroe County Parcel ID No. 03.16.2.2 and Monroe County Map No. 03633902572504 ("PREMISES"); and

WHEREAS, the Premises currently has an on-lot sewage system which is outdated and needs to be replaced; and

WHEREAS, Owner wishes to install a new septic system on the Premises; and

WHEREAS, Owner and the Sewage Enforcement Officer of the Township have determined that, due to the existing features of the Premises, no new on-lot sewage system can

be installed on the above-referenced Premises in strict conformity with the Pennsylvania Sewage Facilities Act, Title 25, Pennsylvania Code (“CODE”), Chapter 73, Section 73.13, relating to the required minimum horizontal isolation distance of one hundred feet (100’) between an existing well and the absorption area of a proposed sewage disposal system; and

WHEREAS, Owner cannot install an on-lot sewage system on the Premises in compliance with the abovesaid Chapter 73 of the Code because the private well located on the Premises will be closer than one hundred feet (100’) to the absorption area of the proposed on-lot sewage disposal system; and

WHEREAS, Chapter 73, Section 73.3(b) of the Code, entitled “Policy” provides that, when considering corrective measures for malfunctioning sewage disposal systems which have been constructed in accordance with Chapter 73 or applicable regulations at the time of construction, the efforts of the Sewage Enforcement Officer shall not be restricted by Chapter 73 and further provides that it is the policy of the Pennsylvania Department of Environmental Protection (PA DEP) and sewage enforcement officers administering Chapter 73 to consider all individual and community sewage systems described in Chapter 73 in the correction of existing or malfunctioning systems and when the systems are not physically possible, to provide the best technical guidance possible in attempting to resolve existing pollution or environmental health problems; and

WHEREAS, Chapter 72, Section 72.33(a) of the Code provides that if a sewage disposal system is proposed to replace a malfunctioning septic system and will be located less than one hundred feet (100’) from any wells on the subject lot and/or neighboring lots, the local agency (Township) may grant a well isolation distance exemption to the applicant; and

WHEREAS, Owner has submitted a formal written request for a well isolation distance exemption to the Township pursuant to Chapter 72, Section 72.33(c) of the Code because the existing private well on the Premises will be located closer than one hundred feet (100') to the absorption area of the proposed on-lot sewage system, and in particular the existing well will be located approximately 45.2 feet from the absorption area of the proposed on-lot sewage system as described in the May 7, 2025 correspondence from the Township Sewage Enforcement Officer; and

WHEREAS, all other wells located on neighboring properties will be located more than one hundred feet (100') from the absorption area of the proposed on-lot sewage system; and

WHEREAS, Chapter 72, Section 72.33(e) of the Code states that the local agency, municipality, sewage enforcement officer, and PA DEP will incur no liability as a result of the local agency granting an exemption under this Section; and

WHEREAS, the Township Sewage Enforcement Officer ("SEO") has advised the Township that a permit may be issued to Owner in order to construct the new system pursuant to Chapter 73 of the Code and has further advised the Township that the new system will comply as closely as possible with applicable sections of Chapter 73 of the Code and therefore the issuance of permits to construct a new system will comply with Chapter 73 of the Code.

NOW, THEREFORE, the parties hereto, for and in consideration of mutual promises and conditions, fully acknowledging said consideration is good and valuable, and intending to be legally bound, hereby do agree as follows:

1. All introductory clauses set forth above are incorporated herein by reference as though the same were more fully set forth herein at length.

2. The Township SEO shall be permitted to issue the appropriate permits to Owner which will enable Owner to construct the replacement on-lot sewage disposal system on the Premises as described in the May 7, 2025 correspondence from the Township's Sewage Enforcement Officer. A true and correct copy of the permit is attached hereto as Exhibit "A".

3. As consideration for the issuance of such permit, Owner and Owner's heirs, successors and assigns shall be solely responsible for any and all damages, injury or loss caused by the construction of the proposed on-lot sewage system described in the above-referenced May 7, 2025 correspondence from the Sewage Enforcement Officer, and shall, at Owner's own expense, repair any damages done to abutting and/or adjacent property owners or his, her, or their land, or the existing well(s) on the Premises and/or neighboring properties because of the construction of the said sewage system.

4. Owner, intending to be legally bound hereby, for himself, and his heirs, successors and assigns, does hereby indemnify, remise, release, waive and forever discharge the Township, its agents and employees, from all, and all manner of, actions, causes of actions, suits, debts, accounts, bonds, covenants, contracts, agreements, judgments, claims and demands of whatsoever kind in law or in equity, known or unknown, foreseen or unforeseen, which Owner now has or may hereafter have against the Township related to the issuance of a permit for the installation and operation of a non-compliant sewage system for the Premises located at 89 Westwood Blvd., Gouldsboro, PA, Tax Parcel No. 03.16.2.2, as set forth in this Agreement and the above-referenced May 7, 2025 correspondence from the Sewage Enforcement Officer. Owner further agrees to and shall indemnify, defend, release and forever discharge the Township and hold the Township harmless from any and all claims and/or causes of action of Owner, or Owner's heirs, successors or assigns, or other third parties and/or neighboring property owners

for damages and/or injuries resulting from the Township waiving the well isolation distance requirement as provided for in the Code and/or allowing for the installation of the non-compliant sewage system for the Premises.

5. Further, Owner, intending to be legally bound hereby, for himself, his heirs, successors and assigns does hereby agree to hold the Township harmless and to defend and indemnify the Township and its officers, consultants and employees from and against any and all claims, actions, demands and suits of any nature or kind and to pay any and all expenses incurred by the Township, including reasonable attorneys' fees and engineering fees incidental to the defense of any such claims or actions which could have or may arise in any manner due to the approval of the aforesaid non-compliant sewage system and/or the waiver of the well isolation distance requirement or out of damages or injuries including death to persons or property caused by or sustained in connection with the construction and use of the said on-lot septic system, any improvements erected thereto in accordance with the terms of the permit issued, and any and all claims or actions of any kind or any damages arising out of any surface water conditions, or septic discharge or overrun, connected with the construction or operation of the non-compliant septic system under the terms of the permit issued or the performance of any construction called for under the terms of the aforesaid permit.

6. Owner specifically agrees to and shall comply with all requirements and ordinances of the Township, including but not limited to the Coolbaugh Township Zoning Ordinance, when using the Premises, and shall not use the Premises in a manner inconsistent with the Township's Ordinances and/or the applicable permits issued by the Sewage Enforcement Officer and/or other Township official.

7. This Indemnification Agreement is a covenant running with the land and shall be filed with the Monroe County Recorder of Deeds Office.

8. The parties agree that any disputes regarding the interpretation of this Agreement or the responsibilities associated therewith shall be interpreted pursuant to the laws of the Commonwealth of Pennsylvania and shall be subject to the jurisdiction of the Monroe County Court of Common Pleas.

IN WITNESS WHEREOF, the parties have executed and delivered this Agreement the day and year first above written.

OWNER/GRANTOR

WITNESS:

NICHOLAS VALENTINE

Name:

Title:

TOWNSHIP/GRANTEE

ATTEST:

COOLBAUGH TOWNSHIP

BY: _____
Chairman, Board of Supervisors

COMMONWEALTH OF PENNSYLVANIA)
) SS:
COUNTY OF)

On this, the _____ day of _____, 2025, before me, a Notary Public in and for the County and State aforesaid, personally appeared _____ who acknowledged himself to be the Chairman of the Board of Supervisors of Coolbaugh Township, and that he as Chairman, being authorized to do so, executed the foregoing instrument for the purposes therein contained by signing the name of the Municipality by himself as Chairman.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

NOTARY PUBLIC

COMMONWEALTH OF PENNSYLVANIA)
) SS:
COUNTY OF NORTHAMPTON)

On this, the _____ day of _____, 2025, before me, a Notary Public in and for the State and County aforesaid, personally appeared Nicholas Valentine, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument, and acknowledged that he/she executed the same for the purposes therein contained, and desired the same might be recorded as such.

IN WITNESS WHEREOF, I have hereunto set my hand and seal.

NOTARY PUBLIC

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TO: Erin Masker, Township
Secretary/Administrative Assistant
emasker@coolbaughtwp.org

FROM: LoriAnn Shura, Client Care
lashura@generalcode.com

CLIENT: Township of Coolbaugh, PA
(CO2303)

RE: Supplement No. 6 - Revised Estimate

Dear Erin,

Thank you for the opportunity to provide an estimate for your current supplementation project. Please review the information below, and then click the appropriate button in the email to indicate if you authorize us to Proceed Now with the supplement or if you would prefer to Wait to Proceed.

Source Files:

We have reviewed 8 pieces of legislation for an update to the Township Code.

For a detailed listing of the included legislation, refer to the Appendix at the end of this estimate.

Supplementation:

General Code will codify and supplement the legislation listed above which includes but is not limited to:

- Analysis of the new legislation and proper placement in the Code
- Removal of repealed or superseded provisions
- Updates to the Officials Page, Table of Contents, Disposition List, Appendixes, Index, Histories, Tables, Charts, and other items as necessary
- Review of statutory citations regarding the new legislation
- Any conflicts, inconsistencies, issues or questions identified at this point will be brought to the attention of the municipality for resolution prior to publication
- Insertion of cross reference and editor's notes, as appropriate
- Creation of instruction page for removing and inserting revised Code pages
- Printing of up to 6 sets of supplemental pages
- Update to eCode360

Price:

Between \$2,345.00 and \$3,020.00, which includes shipping and handling.

The final invoice will follow completion of the supplement.

- Any missing legislation received may result in additional costs.
- Any newly adopted legislation received after authorization for this supplement will be held until the next supplement, unless otherwise noted.

Payment Terms:

Available upon request

Authorization:

To authorize the supplement as outlined above, please use the PROCEED NOW button in the original email containing this estimate. This order is subject to General Code's Codification Terms and Conditions, which are available at <https://www.generalcode.com/terms-and-conditions-documents/>.

If you have any questions please feel free to contact me. Otherwise, please respond in our original email as to how you would like us to proceed.

LoriAnn Shura, Client Care
lushura@generalcode.com

Appendix

Legislation to be included in the code

Legislation Name	Adoption Date
Ordinance No. 153-2023	09/05/2023
Ordinance No. 154-2023	09/05/2023
Ordinance No. 155-2023	12/05/2023
Ordinance No. 156-2024	08/05/2024
Ordinance No. 157-2024	11/19/2024
Ordinance No. 158-2025	06/03/2025
Ordinance No. 159-2025	06/03/2025
Ordinance No. 160-2025	06/17/2025

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Coolbaugh Township, Monroe County, PA

National Night Out

Proclamation

WHEREAS, the National Association of Town Watch (NATW) sponsors a national community-building campaign on Tuesday, August 5, 2025 (The Township of Coolbaugh, Monroe County, Pennsylvania celebrates on Saturday, July 26, 2025) entitled "National Night Out"; and

WHEREAS, the National Night Out campaign provides an opportunity for neighbors in Coolbaugh Township to join over 38 million neighbors across 17 thousand communities from all 50 states, U.S. territories and military bases worldwide; and

WHEREAS, National Night Out is an annual community-building campaign that promotes strong police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live and work; and

WHEREAS, neighbors in Coolbaugh Township assist the local First Responders, Police, Fire, EMS, Military Personnel and County Agencies through joint community-building efforts and support National Night Out 2025; and

WHEREAS, it is essential that all neighbors of Coolbaugh Township come together with police, fire, EMS, Military Personnel and County Agencies and work together to build a safer, more caring community; and

NOW, THEREFORE WE, do hereby call upon all neighbors to join Coolbaugh Township and National Association of Town Watch in support for National Night Out on Tuesday, August 5, 2025 (Coolbaugh Township, Pennsylvania and select areas celebrate Saturday, July 26, 2025).

FURTHER, LET IT BE RESOLVED THAT WE, do hereby proclaim Tuesday, August 5, 2025 (Coolbaugh Township and select areas celebrate Saturday July 26, 2025) as "National Night Out" in Coolbaugh Township.

SO RESOLVED AND ENACTED, this ____ day of _____, A.D., 2025.

COOLBAUGH TOWNSHIP
BOARD OF SUPERVISORS

ATTEST:

Erin Masker, Township Secretary

William Weimer, Chairman

Alma I Ruiz-Smith, Vice Chair

Clare Colgan, Supervisor

Lynn Kelly, Supervisor

Cara Rogan, Supervisor

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📍 2325 Heritage Center Drive, Suite 315, Furlong, PA 18925

☎ 267.454.2260 📠 610.481.9098

🌐 barryisett.com

Date: July 10, 2025

Client Name: Coolbaugh Township

Address: 5520 Municipal Drive, Tobyhanna, PA 18466

Email: bweimer@coolbaughtownship.org

Phone: 570-760-8285

RE: FIRE CODE ADOPTION/FIRE INSPECTION PROGRAM

Services Requested: Consulting services to implement the International Fire Code and facilitating the fire inspection program.

Description of Work: Barry Isett & Associates, Inc. (Isett) will do the following:

1. Draft the ordinance to adopt the 2021 International Fire Code.
2. Provide consulting services to Coolbaugh Township to facilitate the rollout of the fire inspection program.
3. Attending in-person meetings as needed.

Cost of Services:

Draft the 2021 International Fire Code Adoption Ordinance	\$1,000.00
Two in-person trips to Coolbaugh for meetings (if required)	\$1,000.00
(Includes travel, accommodations, consulting hours)	
Additional in-person visits (if required)	\$ 300.00 each
Hourly services as needed	\$ 130.00/hr

It is understood that the fee quoted is an estimate only. The actual fee charged for services may be greater or less than the original estimated fee quoted depending on site conditions.

Accepted:

Approved:

Michael T Italia

Client:

Signature

Michael Italia, MPA

Operations Manager, Code Services Dept.

Printed Name & Title

Printed Name & Title

Date:

Date: July 10, 2025

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RESOLUTION NO. 09-2025

A RESOLUTION OF THE BOARD OF SUPERVISORS OF COOLBAUGH TOWNSHIP, MONROE COUNTY, IMPLEMENTING ACT 57 OF 2022.

WHEREAS, Act 57 of 2022 (“Act 57”) amended the Local Tax Collection Law and was signed by then Governor Wolf on July 11, 2022, and took effect on October 10, 2022; and

WHEREAS, Act 57 requires taxing districts that impose taxes on the assessed value of real property to adopt a resolution or ordinance directing the tax collector to waive additional charges for real estate taxes in certain situations.

NOW, THEREFORE, BE IT RESOLVED THAT the Tax Collector of Coolbaugh Township shall comply with the provisions of Act 57 and this resolution for tax years beginning on or after January 1, 2025.

SECTION I. Definitions. The following words and phrases shall have the meanings given to them within this resolution unless the context clearly indicates otherwise:

ADDITIONAL CHARGE

Any interest, fee, penalty, or charge accruing to and in excess of the face amount of the real estate tax as provided in the real estate tax notice.

QUALIFYING EVENT

1. For the purposes of real property, the date of transfer of ownership.
2. For manufactured or mobile homes, the date of transfer of ownership or the date a lease agreement commences for the original location or relocation of a manufactured or mobile home on a parcel of land not owned by the owner of the manufactured or mobile home. The term does not include the renewal of a lease for the same location.

TAX COLLECTOR

The elected tax collector for Coolbaugh Township, Monroe County, any authorized or designated delinquent tax collector, the Monroe County Tax Claim Bureau, or any alternative collector of taxes as provided for in the act of July 7, 1947 (P.L.1368, No.542), known as the “Real Estate Tax Sale Law,” an employee, agent or assignee authorized to collect the tax, a purchaser of claim for the tax or any other person authorized by law or contract to secure collection of, or take any action at law or in equity against the person or property of the taxpayer for the real estate tax or amounts, liens or claims derived from the real estate tax.

SECTION II. Waiver. The Tax Collector shall, for tax years beginning on and after January 1, 2025, grant a request to waive Additional Charges for real estate taxes if the taxpayer does all of the following:

- A. Provides a waiver request of Additional Charges, on a form provided by the State Department of Community and Economic Development, to the Tax Collector in possession of the claim within twelve (12) months of a Qualifying Event;
- B. Attests that a tax notice was not received;
- C. Provides the Tax Collector in possession of the claim with one of the following:
 - 1. A copy of the deed showing the date of real property transfer; or
 - 2. A copy of the title following the acquisition of a mobile or manufactured home subject to taxation as real estate showing the date of issuance or a copy of an executed lease agreement between the owner of a mobile or manufactured home and the owner of a parcel of land on which the mobile or manufactured home will be situated showing the date the lease commences; and
- D. Pays the face value amount of the tax notice for the real estate tax with the waiver request.

SO RESOLVED AND ENACTED, this ____ day of _____, A.D., 2025.

COOLBAUGH TOWNSHIP
BOARD OF SUPERVISORS

ATTEST:

Erin Masker, Township Secretary

William Weimer, Chairman

Alma I Ruiz-Smith, Vice Chair

Clare Colgan, Supervisor

Lynn Kelly, Supervisor

Cara Rogan, Supervisor

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COOLBAUGH TOWNSHIP Board of Supervisors

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

July 15, 2025

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

Re: DCED Multimodal Transportation Fund Grant Application

Dear Secretary Siger,

Coolbaugh Township, Monroe County, respectfully requests that you grant a waiver on the 30% match requirement associated with the DCED Multimodal Transportation Fund grant application.

This waiver will allow Coolbaugh Township to complete the Main Street Revitalization Project. This critical public safety initiative is aimed at enhancing pedestrian access and supporting local businesses. The project includes the installation of sidewalks, pedestrian walkways, and lighting to improve safety and encourage residents and visitors to walk and engage with the community.

We welcome the opportunity for you or any of your staff to visit the site and learn more about this exciting project. If you have any questions, do not hesitate to contact me.

Thank you,

Erin Masker
Township Secretary/Administrative Assistant
Coolbaugh Township

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COOLBAUGH TOWNSHIP
MONROE COUNTY, PENNSYLVANIA

RESOLUTION 10-2025

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A MULTIMODAL
TRANSPORTATION FUND GRANT APPLICATION TO THE COMMONWEALTH
FINANCING AUTHORITY**

BE IT RESOLVED, that Coolbaugh Township, Monroe County, Pennsylvania, hereby requests a Multimodal Transportation Fund grant for up to \$ 3,000,000.00 from the Commonwealth Financing Authority to be used for the Main Street Revitalization Project.

BE IT FURTHER RESOLVED, that the Applicant does hereby designate Meredith Thompson, Business Manager and William Weimer, Chairman of the Board, as the official(s) to execute all documents and agreements between Coolbaugh Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Erin Masker duly qualified Secretary of Coolbaugh Township, Monroe County, PA, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Coolbaugh Township Board of Supervisors at a regular meeting held July 15, 2025 and said Resolution has been recorded in the Minutes of the Coolbaugh Township Minute Book and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Coolbaugh Township Board of Supervisors, this 15th day of July, 2025.

COOLBAUGH TOWNSHIP

ATTEST:

Erin Masker, Township Secretary

BOARD OF SUPERVISORS

William Weimer, Chairman

Alma I. Ruiz-Smith, Vice Chair

Clare Colgan, Supervisor

Lynn Kelly, Supervisor

Cara Rogan, Supervisor

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COOLBAUGH TOWNSHIP Board of Supervisors

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

FINANCIAL REPORT - BOARD OF SUPERVISORS

JULY 15, 2025 BOARD MEETING

AS OF JUNE 30, 2025

Revenue

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

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Real Estate Taxes (Current & Delinquent)	\$ 3,774,879	90%
Earned Income Tax	1,155,172	55%
Real Estate Transfer Tax	497,842	55%
LST	187,207	51%
Licenses & Permits	169,119	51%
Rents	20,162	57%
Zoning Fees	100,941	55%
Fines & Forfeits	13,131	42%
Building Code Fees	33,754	84%
Grant Proceeds	40,685	57%
All other sources	164,878	13%
Total Revenue	\$ 6,157,771	

Expense

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

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Pocono Mountain Regional Police Dept.	\$ 1,615,172	49%
Salaries	707,485	44%
Capital Purchases	496,321	102%
Employee Benefits	449,242	44%
Fire	178,960	48%
Interfund Transfers	290,568	36%
Contracted Services	152,178	45%
Road Materials	146,868	85%
Pocono Mountain EMS	60,000	60%
Insurance	146,745	65%
Vehicle Repair & Maintenance	71,897	76%
Fuel	51,899	51%
Legal Fees	41,942	36%
Utilities	50,935	64%
Engineering	56,596	52%
Control Center	31,179	75%
All other sources	154,510	24%
Total Expense	\$ 4,702,496	

GENERAL FUND

As of 06/30/2025

Account	Description	BUDGET	ACTIVITY	BALANCE
=====				
01.301.000	REAL PROPERTY TAXES	-	-	-
01.301.100	REAL ESTATE REVENUE TAX	3,963,463.00	(3,653,270.73)	310,192.27
01.301.400	REAL ESTATE TX DELINQUENT	250,000.00	(121,608.58)	128,391.42
		=====	=====	=====
Totals for XX.X01.XXX		4,213,463.00	(3,774,879.31)	438,583.69
		=====	=====	=====
01.310.000	ACT 511 TAXES	-	-	-
01.310.100	REAL ESTATE TRANSFER TAX	900,000.00	(497,841.84)	402,158.16
01.310.210	EARNED INCOME TAX CURRENT	2,115,000.00	(1,155,172.21)	959,827.79
01.310.500	LST	370,000.00	(187,207.22)	182,792.78
		=====	=====	=====
Totals for XX.X10.XXX		3,385,000.00	(1,840,221.27)	1,544,778.73
		=====	=====	=====
01.321.000	LICENSES & PERMITS	-	-	-
01.321.350	FIRE ALARM REGISTRATION	2,500.00	(1,950.00)	550.00
01.321.360	SHORT TERM RENTAL PERMITS	185,000.00	(96,513.00)	88,487.00
01.321.800	CABLE TV FRANCHISE	100,000.00	(45,825.14)	54,174.86
		=====	=====	=====
Totals for XX.X21.XXX		287,500.00	(144,288.14)	143,211.86
		=====	=====	=====
01.331.000	FINES & FOREFITS	-	-	-
01.331.110	VEHICLE CODE VIOLATIONS	20,000.00	(10,439.53)	9,560.47
01.331.120	VIOLATIONS ORDINANCES & STAT	10,000.00	(2,441.44)	7,558.56
01.331.121	VIOLATIONS ALARM ORDINANCE	1,000.00	(250.00)	750.00
		=====	=====	=====
Totals for XX.X31.XXX		31,000.00	(13,130.97)	17,869.03
		=====	=====	=====
01.340.000	RENTS	-	-	-
01.340.002	MONROE COUNTY RENTS	31,845.00	(15,892.62)	15,952.38
01.340.100	NON-GOVERNMENTAL RENTS	2,650.00	(3,369.46)	(719.46)
01.340.200	PARK PAVILION RENTAL FEE	1,000.00	(900.00)	100.00
		=====	=====	=====
Totals for XX.X40.XXX		35,495.00	(20,162.08)	15,332.92
		=====	=====	=====
01.341.000	INTEREST EARNED	220,000.00	(100,514.82)	119,485.18
		=====	=====	=====
Totals for XX.X41.XXX		220,000.00	(100,514.82)	119,485.18
		=====	=====	=====
01.352.000	Federal Shared Revenues and Entitlements	-	-	-
01.352.530	Community and Economic Development	36,000.00	-	36,000.00
		=====	=====	=====
Totals for XX.X52.XXX		36,000.00	-	36,000.00
		=====	=====	=====
01.354.000	STATE CAPITAL & OPER. GRANTS	-	-	-
01.354.016	STORMWATER MITIGATION - PEMA	-	(25,975.33)	(25,975.33)
01.354.082	ACT 101/ SECT 904	35,000.00	(14,709.97)	20,290.03
		=====	=====	=====
Totals for XX.X54.XXX		35,000.00	(40,685.30)	(5,685.30)
		=====	=====	=====

GENERAL FUND

As of 06/30/2025

Account	Description	BUDGET	ACTIVITY	BALANCE
01.355.000	STATE SHARED REV/ENTITLEMENTS	-	-	-
01.355.010	PUBLIC UTILITY TAX	7,000.00	-	7,000.00
01.355.080	ALCOHOL BEVERAGE TAX	1,500.00	(950.00)	550.00
01.355.130	FOREIGN FIRE CASUALTY INS.	130,000.00	-	130,000.00
Totals for XX.X55.XXX		138,500.00	(950.00)	137,550.00
01.356.000	STATE PMTS IN LIEU OF TAXES	-	-	-
01.356.020	GAME COMMISSION	75,000.00	(466.40)	74,533.60
Totals for XX.X56.XXX		75,000.00	(466.40)	74,533.60
01.358.000	LOCAL GOVT UNITS SHARED REV/EN	-	-	-
01.358.532	NON-UNIFORM PENSION	120,000.00	-	120,000.00
Totals for XX.X58.XXX		120,000.00	-	120,000.00
01.361.000	GENERAL GOVERNMENT	-	-	-
01.361.300	ZONING FEES	170,000.00	(93,940.62)	76,059.38
01.361.301	SUBDIVISION FEES	3,000.00	(1,000.00)	2,000.00
01.361.302	VARIANCE & SPECIAL EXCEPTION	10,000.00	(6,000.00)	4,000.00
01.361.535	ADMIN CHARGE ESCROW	10,000.00	(6,067.75)	3,932.25
01.361.536	BUILDING CODES FEES 20%	40,000.00	(33,754.01)	6,245.99
01.361.537	SEPTIC PUMPER/HAULER REGISTRATION	400.00	(210.00)	190.00
Totals for XX.X61.XXX		233,400.00	(140,972.38)	92,427.62
01.362.000	PUBLIC SAFETY	-	-	-
01.362.440	SEWAGE PERMITS	45,000.00	(24,156.25)	20,843.75
01.362.520	DRIVEWAY PERMITS	1,800.00	(675.00)	1,125.00
01.362.530	ROAD OPENING & OCCUPANCY PERMI	2,500.00	(1,500.00)	1,000.00
Totals for XX.X62.XXX		49,300.00	(26,331.25)	22,968.75
01.363.000	HIGHWAYS & STREETS	-	-	-
01.363.510	SNOW REMOVAL	9,575.00	(9,575.49)	(0.49)
Totals for XX.X63.XXX		9,575.00	(9,575.49)	(0.49)
01.380.000	MISCELLANEOUS	-	-	-
01.380.001	MISCELLANEOUS	-	(116.09)	(116.09)
01.380.451	RECYCLE	12,000.00	(7,817.16)	4,182.84
Totals for XX.X80.XXX		12,000.00	(7,933.25)	4,066.75
01.387.000	CONTRIBUTIONS AND DONATIONS FROM PRIVATE SOURCES	-	(5,600.00)	(5,600.00)
Totals for XX.X87.XXX		-	(5,600.00)	(5,600.00)

GENERAL FUND

As of 06/30/2025

Account	Description	BUDGET	ACTIVITY	BALANCE
01.391.000	PROCEEDS OF GENERAL ASSET SALE	-	(32,000.00)	(32,000.00)
Totals for XX.X91.XXX		-	(32,000.00)	(32,000.00)
01.399.000	GENERAL FUND CARRYOVER	-	-	-
01.399.100	PROVIDED FROM FUND BALANCE	719,403.00	-	719,403.00
Totals for XX.X99.XXX		719,403.00	-	719,403.00
Totals for XX.3XX.XXX		9,600,636.00	(6,157,710.66)	3,442,925.34
01.400.000	GENERAL GOV'T	-	-	-
01.400.110	SALARIES ELECTED OFFICIALS	(20,625.00)	10,312.50	(10,312.50)
01.400.200	HEALTH/DENTAL/VISION INSURANCE	(98,359.00)	48,367.44	(49,991.56)
01.400.220	POSTAGE / METER	(5,000.00)	2,009.58	(2,990.42)
01.400.300	OTHER SERVICES & CHARGES	(18,070.00)	9,625.45	(8,444.55)
01.400.312	COMPUTER MAINT / REPAIR	(16,610.00)	12,480.03	(4,129.97)
01.400.320	TELEPHONE	(6,000.00)	4,414.34	(1,585.66)
01.400.325	WIRELESS COMM	(15,078.00)	5,948.72	(9,129.28)
01.400.331	MILEAGE REIMBURSEMENT	(500.00)	170.80	(329.20)
01.400.376	COPIERS	(16,507.00)	8,515.42	(7,991.58)
01.400.420	DUES SUBSCRIPTION & MEMBERSHIP	(4,560.00)	3,868.00	(692.00)
01.400.450	CONTRACT SERVICE	(48,600.00)	28,140.00	(20,460.00)
01.400.460	MEETINGS & CONFERENCES	(6,000.00)	5,493.97	(506.03)
01.400.700	CAPITAL PURCHASES	(2,000.00)	2,944.98	944.98
Totals for XX.X00.XXX		(257,909.00)	142,291.23	(115,617.77)
01.401.000	MANAGER -EXECUTIVE	-	-	-
01.401.120	MANAGER SALARY	(86,575.00)	43,287.53	(43,287.47)
01.401.200	SUPPLIES	(1,000.00)	(131.00)	(1,131.00)
01.401.420	DUES SUBSCRIPTIONS & MEMBERSHIP	(644.00)	299.00	(345.00)
01.401.460	MEETINGS & CONFERENCES	(1,000.00)	-	(1,000.00)
Totals for XX.X01.XXX		(89,219.00)	43,455.53	(45,763.47)
01.402.000	FINANCIAL ADMIN	-	-	-
01.402.110	AUDITORS	(50.00)	-	(50.00)
01.402.112	CONTROLLER SALARY	(84,971.00)	42,485.69	(42,485.31)
01.402.120	TREASURER SALARY	(69,652.00)	34,783.74	(34,868.26)
01.402.200	SUPPLIES	(1,500.00)	408.72	(1,091.28)
01.402.310	CPA SERVICES	(16,000.00)	-	(16,000.00)
01.402.350	INSURANCE BOND	(1,581.00)	-	(1,581.00)
01.402.460	MEETINGS & CONFERENCES	(500.00)	55.00	(445.00)
Totals for XX.X02.XXX		(174,254.00)	77,733.15	(96,520.85)
01.403.000	TAX COLLECTION	-	-	-
01.403.110	TAX COLLECTOR SALARY	(27,709.00)	13,854.49	(13,854.51)
01.403.130	COMMISSION EIT TAX	(30,000.00)	145.48	(29,854.52)
01.403.131	COMMISSION LST	(6,000.00)	3,717.51	(2,282.49)
01.403.132	COMMISSION TRANSFER TAX	(18,000.00)	9,956.85	(8,043.15)

GENERAL FUND

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Account	Description	BUDGET	ACTIVITY	BALANCE
01.403.220	OPER.EXPENSES POSTAGE /PRIN	(14,000.00)	7,819.51	(6,180.49)
01.403.316	R/E TAX REFUNDS	(3,000.00)	133.13	(2,866.87)
Totals for XX.X03.XXX		(98,709.00)	35,626.97	(63,082.03)
01.404.000	LAW	-	-	-
01.404.310	SOLICITOR'S FEE	(55,000.00)	15,670.00	(39,330.00)
01.404.314	SPECIAL LEGAL SERVICES	(25,000.00)	3,985.16	(21,014.84)
Totals for XX.X04.XXX		(80,000.00)	19,655.16	(60,344.84)
01.405.000	MUNICIPAL OFFICE	-	-	-
01.405.120	SALARY OF SECRETARY	(67,658.00)	33,297.15	(34,360.85)
01.405.142	ADMIN - INTERN	(5,600.00)	3,745.00	(1,855.00)
01.405.180	CLERICAL OVERTIME	(5,000.00)	2,952.12	(2,047.88)
01.405.200	OFFICE SUPPLIES	(2,000.00)	332.52	(1,667.48)
01.405.340	ADVERTISING/PRINTING/BINDING	(5,500.00)	2,801.97	(2,698.03)
Totals for XX.X05.XXX		(85,758.00)	43,128.76	(42,629.24)
01.408.000	ENGINEER	-	-	-
01.408.313	ENGINEER FEES	(56,000.00)	38,081.57	(17,918.43)
Totals for XX.X08.XXX		(56,000.00)	38,081.57	(17,918.43)
01.409.000	BUILDING & PLANTS	-	-	-
01.409.140	WAGES BLDG. / GROUND MAINT.	(203,477.00)	56,711.11	(146,765.89)
01.409.180	BLDG. / GROUND OVERTIME	(7,500.00)	7,039.19	(460.81)
01.409.200	SUPPLIES	(17,000.00)	14,477.58	(2,522.42)
01.409.226	CLEANING SUPPLIES	-	43.90	43.90
01.409.238	CLOTHING & UNIFORMS	(1,000.00)	80.43	(919.57)
01.409.300	OTHER SERVICES & CHARGES	(3,000.00)	512.94	(2,487.06)
01.409.310	ENGINEERING FEES	-	10,184.93	10,184.93
01.409.330	FUEL	(3,000.00)	40.03	(2,959.97)
01.409.360	PUBLIC UTILITIES- STREET LIGHT	(13,500.00)	7,225.47	(6,274.53)
01.409.361	PUBLIC UTILITIES - ELECTRIC	(20,000.00)	14,430.07	(5,569.93)
01.409.362	PUBLIC UTILITIES - WATER	(2,000.00)	1,021.85	(978.15)
01.409.363	PUBLIC UTILITIES - SEWER	(4,500.00)	2,248.92	(2,251.08)
01.409.367	PUBLIC UTILITIES - HEAT	(25,000.00)	18,413.06	(6,586.94)
01.409.373	MAINTENANCE & REPAIRS BLDG	(15,000.00)	8,427.10	(6,572.90)
01.409.374	MAINTENANCE & REPAIRS EQUIPMEN	(5,000.00)	4,737.85	(262.15)
01.409.450	BOTTLED WATER	(1,500.00)	651.67	(848.33)
01.409.451	CONTRACTED SERVICES GENERATORS	(7,000.00)	7,455.28	455.28
01.409.453	CONTRACTED SVCS - TRASH COLLEC	(8,800.00)	2,070.00	(6,730.00)
01.409.454	CONTRACTED SVCS - ELEVATOR/WE	(5,000.00)	2,441.60	(2,558.40)
01.409.455	CONTRACTED SVCS - TANKS/BOILER	(16,100.00)	970.00	(15,130.00)
01.409.456	CONTRACTED SVCS - FIRE EXTING	(3,000.00)	2,633.94	(366.06)
01.409.457	CONTRACTED SVCS - FLOOR MATS	(4,500.00)	2,520.37	(1,979.63)
01.409.600	CAPITAL CONSTRUCTION	(91,300.00)	-	(91,300.00)
01.409.700	CAPITAL PURCHASES	(39,500.00)	27,482.00	(12,018.00)
Totals for XX.X09.XXX		(496,677.00)	191,819.29	(304,857.71)
01.410.000	POLICE	-	-	-
01.410.450	CONTRACTED SVCS - PMRPC	(3,266,980.00)	1,615,171.90	(1,651,808.10)

GENERAL FUND

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Account	Description	BUDGET	ACTIVITY	BALANCE
=====	=====	=====	=====	=====
Totals for XX.X10.XXX		(3,266,980.00)	1,615,171.90	(1,651,808.10)
		=====	=====	=====
01.411.000	FIRE	-	-	-
01.411.400	FIRE DEPT FUEL	(15,000.00)	-	(15,000.00)
01.411.450	CONTRACTED SVCS - FIRE HYDRANT	(25,000.00)	13,959.66	(11,040.34)
01.411.451	COOLBAUGH TWP VOL FIRE CO DONATION	(165,000.00)	165,000.00	-
01.411.452	POCONO SUMMIT VOL FIRE CO DONATION	(15,000.00)	-	(15,000.00)
01.411.453	THORNHURST FIRE & RESCUE DONATION	(15,000.00)	-	(15,000.00)
01.411.454	GOULDSBORO VOL FIRE CO DONATION	(15,000.00)	-	(15,000.00)
01.411.458	MOUNT POCONO VOL FIRE CO	(5,000.00)	-	(5,000.00)
01.411.500	FOREIGN FIRE CASUALTY INS EXPE	(130,000.00)	-	(130,000.00)
Totals for XX.X11.XXX		(385,000.00)	178,959.66	(206,040.34)
		=====	=====	=====
01.412.000	AMBULANCE / RESCUE	-	-	-
01.412.400	AMBULANCE FUEL	(20,000.00)	-	(20,000.00)
01.412.500	CONTRIBUTIONS	(100,000.00)	60,000.00	(40,000.00)
Totals for XX.X12.XXX		(120,000.00)	60,000.00	(60,000.00)
		=====	=====	=====
01.413.000	SEO / BUILDING CODE	-	-	-
01.413.142	CLERICAL STAFF	(58,800.00)	29,127.76	(29,672.24)
01.413.144	CONTRACTED SEO	(125,160.00)	73,362.04	(51,797.96)
01.413.200	SUPPLIES	(750.00)	-	(750.00)
Totals for XX.X13.XXX		(184,710.00)	102,489.80	(82,220.20)
		=====	=====	=====
01.414.000	ZONING OFFICE	-	-	-
01.414.120	SALARY OF ZONING OFFICER	(239,936.00)	94,804.65	(145,131.35)
01.414.180	ZONING OFFICE OVERTIME	(3,500.00)	372.09	(3,127.91)
01.414.200	SUPPLIES	(3,000.00)	886.82	(2,113.18)
01.414.300	OTHER SERVICES & CHARGES	(24,795.00)	8,474.88	(16,320.12)
01.414.310	ENGINEERING/ARCHITECTURAL FEES	(5,000.00)	204.00	(4,796.00)
01.414.314	PROFESSIONAL FEES -SOLICITOR	(7,500.00)	3,322.00	(4,178.00)
01.414.331	TRANSPORTATION - MILEAGE	(150.00)	-	(150.00)
01.414.340	ADVERTISING & PRINTING	-	322.68	322.68
01.414.400	FUEL	(3,000.00)	796.83	(2,203.17)
01.414.460	TRAINING/CONFERENCES	(2,500.00)	205.00	(2,295.00)
01.414.600	CAPITAL CONSTRUCTION	(14,960.00)	15,710.00	750.00
Totals for XX.X14.XXX		(304,341.00)	125,098.95	(179,242.05)
		=====	=====	=====
01.415.000	EMERGENCY MANAGEMENT	-	-	-
01.415.200	SUPPLIES	(3,000.00)	-	(3,000.00)
01.415.210	CRIME WATCH	(500.00)	-	(500.00)
01.415.250	APCP EMER. ROAD ACCESS	(1,000.00)	-	(1,000.00)
01.415.450	CONTRACTED SVCS - CONTROL CTR	(41,572.00)	31,178.65	(10,393.35)
Totals for XX.X15.XXX		(46,072.00)	31,178.65	(14,893.35)
		=====	=====	=====
01.418.000	ZONING HEARING BOARD	-	-	-
01.418.120	SALARIES ZHB MEMBERS	(1,000.00)	390.00	(610.00)

GENERAL FUND

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Account	Description	BUDGET	ACTIVITY	BALANCE
01.418.200	SUPPLIES	(250.00)	-	(250.00)
01.418.314	ZHB SOLICITOR	(25,000.00)	17,617.02	(7,382.98)
01.418.316	SPECIAL SERVICES/STENO	(2,000.00)	-	(2,000.00)
01.418.340	ADVERTISING & PRINTING	(2,000.00)	162.83	(1,837.17)
Totals for XX.X18.XXX		(30,250.00)	18,169.85	(12,080.15)
01.419.000	PLANNING COMMISSION	-	-	-
01.419.140	SALARIES PLANNING COMMISSION	(4,800.00)	1,200.00	(3,600.00)
01.419.200	SUPPLIES	(250.00)	-	(250.00)
01.419.313	ENGINEERING SERVICES	(500.00)	-	(500.00)
01.419.314	PLANNING COMMISSION SOLICITOR	(4,500.00)	1,347.50	(3,152.50)
01.419.340	ADVERTISING & PRINTING	(200.00)	-	(200.00)
Totals for XX.X19.XXX		(10,250.00)	2,547.50	(7,702.50)
01.426.000	COMPOST FACILITY	-	-	-
01.426.200	MATERIAL & SUPPLIES	(1,000.00)	-	(1,000.00)
01.426.310	GRANT WRITER FEES	-	4,020.00	4,020.00
01.426.330	FUEL	(5,000.00)	-	(5,000.00)
01.426.374	REPAIR/MAINT	(10,000.00)	2,033.85	(7,966.15)
Totals for XX.X26.XXX		(16,000.00)	6,053.85	(9,946.15)
01.427.000	SOLID WASTE COLLECTION / DISPO	-	-	-
01.427.200	SUPPLIES	(500.00)	1,170.00	670.00
01.427.300	OTHER SERVICES & CHARGES	(2,500.00)	1,200.00	(1,300.00)
01.427.450	CONTRACT SERVICES-TWP CLEAN-UP	(47,000.00)	15,449.00	(31,551.00)
Totals for XX.X27.XXX		(50,000.00)	17,819.00	(32,181.00)
01.430.000	DPW-HIGHWAYS ROADS STREETS	-	-	-
01.430.140	WAGES ROAD CREW	(660,946.00)	300,010.66	(360,935.34)
01.430.180	ROAD CREW OVERTIME	(20,000.00)	26,480.63	6,480.63
01.430.190	OTHER PERSONAL-UNIFORM CLEANIN	(6,120.00)	4,471.67	(1,648.33)
01.430.191	CDL LICENSE REIMBURSEMENT	(500.00)	176.00	(324.00)
01.430.192	BOOT REMIBURSEMENT	(3,900.00)	890.48	(3,009.52)
01.430.240	SUPPLIES	(12,000.00)	3,745.77	(8,254.23)
01.430.260	SMALL TOOLS & MINOR EQUIPMENT	(2,500.00)	1,399.95	(1,100.05)
01.430.300	OTHER SERVICES & CHARGES	(4,500.00)	503.98	(3,996.02)
01.430.310	ENGINEERING SERVICES	(15,000.00)	4,007.22	(10,992.78)
01.430.320	COMMUNICATIONS RADIOS & TELEPH	(1,500.00)	502.24	(997.76)
01.430.330	FUEL	(55,000.00)	51,858.59	(3,141.41)
01.430.700	CAPITAL PURCHASES	(333,607.00)	443,432.85	109,825.85
Totals for XX.X30.XXX		(1,115,573.00)	837,480.04	(278,092.96)
01.431.000	DPW-STREET CLEANING	-	-	-
01.431.240	PARTS AND SUPPLIES	(2,000.00)	-	(2,000.00)
Totals for XX.X31.XXX		(2,000.00)	-	(2,000.00)
01.432.000	DPW-SNOW & ICE REMOVAL	-	-	-

GENERAL FUND

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Account	Description	BUDGET	ACTIVITY	BALANCE
01.432.180	SNOW & ICE REMOVAL OVERTIME	(20,000.00)	3,035.84	(16,964.16)
01.432.240	ROAD MATERIALS	(145,000.00)	142,365.54	(2,634.46)
Totals for XX.X32.XXX		(165,000.00)	145,401.38	(19,598.62)
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	-	-	-
01.433.240	ROAD MATERIALS	(17,500.00)	383.72	(17,116.28)
01.433.360	PUBLIC UTILITY-ELECTRIC	(10,000.00)	4,796.45	(5,203.55)
01.433.450	CONTRACTED SERVICES	(47,500.00)	13,189.07	(34,310.93)
Totals for XX.X33.XXX		(75,000.00)	18,369.24	(56,630.76)
01.436.000	DPW-STORM SEWERS & DRAINS	-	-	-
01.436.240	ROAD MATERIALS	(1,000.00)	-	(1,000.00)
01.436.384	EQUIPMENT RENTAL	(3,500.00)	-	(3,500.00)
01.436.600	CAPITAL CONSTRUCTION	(3,500.00)	-	(3,500.00)
Totals for XX.X36.XXX		(8,000.00)	-	(8,000.00)
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	-	-	-
01.437.100	INSPECTION STATION	(5,000.00)	-	(5,000.00)
01.437.240	PARTS & MATERIALS	(90,000.00)	38,110.55	(51,889.45)
01.437.240.013	2011 INTL PLOW/SPREADER	-	806.97	806.97
01.437.240.024	2016 INT'L DUMP TRUCK	-	3,290.00	3,290.00
01.437.240.025	2017 VOLVO	-	1,183.04	1,183.04
01.437.240.026	2017 FORD F350	-	825.00	825.00
01.437.240.068	2017 FORD F350	-	259.16	259.16
01.437.240.069	2018 FORD ESCAPE	-	54.14	54.14
01.437.240.070	2019 VOLVO	-	5,696.89	5,696.89
01.437.240.073	2019 F350 SIGN TRUCK	-	356.36	356.36
01.437.240.080	2022 WESTERN STAR	-	3,161.30	3,161.30
01.437.240.081	2020 INTERNATIONAL	-	750.00	750.00
01.437.370	OUTSIDE REPAIRS	-	-	-
01.437.370.056	JOHN DEERE WHEEL LOADER 544K -- 2012	-	17.59	17.59
01.437.370.062	FORD F250 -- 2015	-	166.81	166.81
01.437.370.065	2020 INTERNATIONAL	-	17,219.49	17,219.49
Totals for XX.X37.XXX		(95,000.00)	71,897.30	(23,102.70)
01.438.000	DPW-HIGHWAY REPAIR & MAINT	-	-	-
01.438.240	ROAD MATERIALS	(10,000.00)	4,118.76	(5,881.24)
Totals for XX.X38.XXX		(10,000.00)	4,118.76	(5,881.24)
01.439.000	DPW-HIGHWAY CONSTR & REBUILDIN	-	-	-
01.439.310	ENGINEERING FEES	(2,000.00)	-	(2,000.00)
01.439.600	CAPITAL CONSTRUCTION	-	6,751.00	6,751.00
Totals for XX.X39.XXX		(2,000.00)	6,751.00	4,751.00
01.453.000	SPECTATOR RECREATION	-	-	-
01.453.502	CONTRIBUTION NRHS	(5,000.00)	-	(5,000.00)
01.453.503	CONTRIBUTION HISTORICAL ASSOC	(5,000.00)	-	(5,000.00)

GENERAL FUND

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Account	Description	BUDGET	ACTIVITY	BALANCE
01.453.504	ALARM MONITORING-HIST. ASSOC.	(300.00)	219.46	(80.54)
Totals for XX.X53.XXX		(10,300.00)	219.46	(10,080.54)
01.454.000	PARKS	-	-	-
01.454.142	SEASONAL WAGES PARKS	(26,815.00)	3,595.06	(23,219.94)
01.454.200	MATERIALS & SUPPLIES	(8,000.00)	3,932.19	(4,067.81)
01.454.250	SUPPLIES FOR EVENTS	(3,000.00)	-	(3,000.00)
01.454.300	OTHER SERVICES & CHARGES	(3,350.00)	52.98	(3,297.02)
01.454.310	ENGINEERING FEES	(30,000.00)	4,118.63	(25,881.37)
01.454.316	ADV/PRINTING	(300.00)	79.55	(220.45)
01.454.330	FUEL	(3,500.00)	-	(3,500.00)
01.454.361	UTILITIES-ELECTRIC	(5,200.00)	2,799.08	(2,400.92)
01.454.374	REPAIRS & MAINT. OF EQUIPT.	(3,900.00)	253.97	(3,646.03)
01.454.450	CONTRACTED SERVICES	(10,500.00)	3,946.91	(6,553.09)
01.454.700	CAPITAL PURCHASES	(2,000.00)	-	(2,000.00)
Totals for XX.X54.XXX		(96,565.00)	18,778.37	(77,786.63)
01.457.000	CIVIL & MILITARY CELEBRATIONS	-	-	-
01.457.200	MATERIALS & SUPPLIES	(2,000.00)	328.43	(1,671.57)
01.457.500	VETERANS DONATION	(11,000.00)	-	(11,000.00)
01.457.600	VETERANS MONUMENT CAPITAL PURCHASE	(1,000.00)	-	(1,000.00)
Totals for XX.X57.XXX		(14,000.00)	328.43	(13,671.57)
01.458.000	CONTRIBUTIONS	-	-	-
01.458.555	DONATIONS - OTHER	(2,200.00)	-	(2,200.00)
01.458.600	EAC CONTRIBUTION	(6,000.00)	944.94	(5,055.06)
Totals for XX.X58.XXX		(8,200.00)	944.94	(7,255.06)
01.461.000	COMMUNITY DEVELOPMENT	-	-	-
01.461.543	TOBYHANNA CONSERVATION CLUB	(3,500.00)	-	(3,500.00)
01.461.560	DEER REMOVAL	(2,000.00)	-	(2,000.00)
Totals for XX.X61.XXX		(5,500.00)	-	(5,500.00)
01.480.000	ADP P/R EXPENSE	(12,000.00)	6,385.02	(5,614.98)
01.480.001	MISCELLANEOUS	-	123.07	123.07
01.480.004	BANK CHARGES	(3,656.00)	3,480.75	(175.25)
01.480.216	PENSION ADMINISTRATION EXPENSE	(1,000.00)	750.00	(250.00)
Totals for XX.X80.XXX		(16,656.00)	10,738.84	(5,917.16)
01.481.000	INTERGOVT EXPENSES	-	-	-
01.481.500	STATE PORTION - POLICE PENSION	(260,628.00)	-	(260,628.00)
01.481.510	STATE PORTION - NON-UNIFORM PENSION	(4,496.00)	-	(4,496.00)
Totals for XX.X81.XXX		(265,124.00)	-	(265,124.00)

GENERAL FUND

As of 06/30/2025

Account	Description	BUDGET	ACTIVITY	BALANCE
=====				
01.486.000	INSURANCE	-	-	-
01.486.352	LIABILITY PREMIUM (CASUALTY)	(108,000.00)	85,576.56	(22,423.44)
01.486.354	WORKMEN'S COMPENSATION	(117,188.00)	61,168.00	(56,020.00)
=====				
Totals for XX.X86.XXX		(225,188.00)	146,744.56	(78,443.44)
=====				
01.487.000	EMPLOYEE BENEFITS	-	-	-
01.487.153	DISABILITY INSURANCE LONG TERM	(12,000.00)	5,743.30	(6,256.70)
01.487.156	HEALTH/EYE/DENTAL INSURANCE	(597,287.00)	267,057.27	(330,229.73)
01.487.157	REIMBURSEMENT HEALTH INS	(7,500.00)	4,141.55	(3,358.45)
01.487.158	LIFE INSURANCE	(5,000.00)	2,525.02	(2,474.98)
01.487.160	PENSION-NON-UNIFORM	(170,069.00)	65,675.64	(104,393.36)
01.487.161	SOCIAL SECURITY	(119,234.00)	54,122.29	(65,111.71)
01.487.162	UNEMPLOYMENT COMPENSATION	(10,000.00)	1,609.78	(8,390.22)
=====				
Totals for XX.X87.XXX		(921,090.00)	400,874.85	(520,215.15)
=====				
01.492.000	INTERFUND TRANSFERS	-	-	-
01.492.001	TRANSFER TO SEWER ACCT.	(813,311.00)	290,567.85	(522,743.15)
=====				
Totals for XX.X92.XXX.XXX		(813,311.00)	290,567.85	(522,743.15)
=====				
=====				
Totals for XX.4XX.XXX.XXX		(9,600,636.00)	4,702,495.84	(4,898,140.16)
=====				
=====				
GRAND TOTAL		-	(1,455,214.82)	(1,455,214.82)

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
JULY 15,2025**

DATE	CK #	DESCRIPTION	AMOUNT
7/8/2025		Payroll	\$ 51,000.00
7/15/2025		General Fund	\$ 41,836.82
7/15/2025		Total General Fund	\$ 92,836.82
7/15/2025		Sewer Fund	\$ 10,154.12
7/15/2025		Total Sewer Fund	\$ 10,154.12
7/15/2025		Escrow Fund	\$ 1,422.00
7/15/2025		Total Escrow Fund	\$ 1,422.00
7/15/2025		TOTAL DISBURSEMENTS	\$ 104,412.94

CASH TRIAL BALANCE AS OF JULY 15 ,2025

General Fund Checking	\$ 9,786,677.08
American Rescue Plan	1,782,736.37
Payroll Checking	572.43
Rainy Day Fund Savings	998,999.42
Total General Fund	\$ 12,568,985.30
Fire Tax/Coolbaugh Twp VFD	1,380,781.42
Fire Tax- Volunteer Fire Departments	101,106.97
Fire Tax- Coolbaugh Fire Building Fund	1,022,299.31
Total Fire Fund	\$ 2,504,187.70
EMS	430,301.46
Total EMS Fund	\$ 430,301.46
Sewer Fund Checking	2,949.10
Sewer PennVest Checking	59.84
Total Sewer Fund	\$ 3,008.94
Capital Projects Fund Checking	16,655.77
Total Capital Projects Fund	\$ 16,655.77
Emerg. Services Fund Money Market	208,742.69
Emerg. Services Fund Checking	21,666.40
Total Emergency Services Fund	\$ 230,409.09
Liquid Fuels Fund Checking	532,791.49
Total Liquid Fuels Fund	\$ 532,791.49
Escrow Fund Checking	662,801.21
Escrow Fund Clarius Checking	62,383.94
Total Escrow Fund	\$ 725,185.15
TOTAL ALL FUNDS	\$ 17,011,524.90

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

Check#	Vendor	Description	Payment	Check Total
12244	1592 - ACRISURE MID-ATLANTIC PARTNERS INS. SERV	PO 27054 ADMIN FEE JULY	500.00	500.00
12245	44 - AIRGAS USA,LLC	PO 27024 ARGON/OXYGEN/ACETYLENE	140.58	140.58
12246	831 - ALL DOOR SALES,INC	PO 27016 DPW GARAGE REPAIRS	558.00	558.00
12247	560 - ALLSTATE SEPTIC SYSTEM,LLP	PO 26995 EXTRA CLEANING 6/5-6/13-6/20-6/27	1,000.00	
		PO 27025 SKATE/BALLFIELD/PARK/CONCESSION	530.00	1,530.00
12248	1330 - AMAZON CAPITAL SERVICES	PO 27038 PART	71.20	
		PO 27041 SUPPLIES	64.66	135.86
12249	1483 - AUTO PARTS OF MT POCONO	PO 26992 OIL FILTER - LEAF TRUCK	41.98	
		PO 26993 PARTS	117.12	
		PO 27005 FILTERS - ZONING CAR	68.01	227.11
12250	1059 - BILL'S SHOPRITE	PO 27032 FUEL	296.21	296.21
12251	177 - CCI WASTE & RECYCLING SERVICE,INC.	PO 27027 RECYCLING	1,285.00	1,285.00
12252	1240 - CINTAS CORPORATION	PO 26982 UNIFORMS	44.23	
		PO 26983 SHOP TOWELS/UNIFORMS	108.68	
		PO 27018 UNIFORMS	101.89	
		PO 27019 UNIFORMS	108.73	363.53
12253	1060 - COHEN LAW GROUP	PO 27059 CABLE FRANCHISE RENEWAL	3,513.33	3,513.33
12254	1372 - COMMONWEALTH SIGNS LLC	PO 27011 SIGNS FOR PARK	672.00	
		PO 27012 SUPPLIES FOR PARK	114.00	786.00
12255	190 - COOLBAUGH SEWER FUND	PO 27002 JULY	374.82	374.82
12256	52 - DALEVILLE ACE HARDWARE	PO 26985 GREASE GUN	29.98	29.98
12257	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 27029 RECYCLING	18.00	18.00
12258	1113 - ELAN FINANCIAL SERVICES	PO 27052 TOTE BAGS/WRIST BANDS/HR360/MSFT/ADOBE/C	1,787.66	1,787.66
12259	919 - FIDELITY SECURITY LIFE INSURANCE/EY	PO 27006 JULY	253.03	253.03
12260	255 - FIVE STAR EQUIPMENT,INC.	PO 26984 FILTERS - BACKHOE/LEAFSUCKER	294.83	294.83
12261	1296 - GRIM,BIEHN & THATCHER	PO 26996 IMPERIAL/MESSER/1545 PROSPECT/PA WATER S	5,202.00	5,202.00
12262	48 - H. CLARK CONNOR	PO 27048 PLANNING COMMISSION/ZHB	565.00	565.00
12263	1524 - INTERSTATE BILLING SERVICE	PO 27036 PARTS - FILTER KIT/HOSE	168.25	
		PO 27047 PARTS 2017 VOLVO	147.29	315.54
12264	1591 - JDM CONSULTANTS ,LLC	PO 27007 Grant Writing July 2025	4,000.00	4,000.00
12265	1553 - KEVIN BEEHLER	PO 27033 INSURANCE REIMBURSEMENT	350.00	350.00
12266	616 - KIMBALL MIDWEST	PO 27020 SHOP SUPPLIES	382.40	
		PO 27021 SUPPLIES	64.13	446.53
12267	1612 - League Outfitters	PO 27004 Soccer Goal Wheel Kits	1,603.95	1,603.95
12268	277 - LONG LIFE SPRINGS,INC.	PO 27009 PARTS	143.68	143.68
12269	891 - LOWE'S	PO 27050 SUPPLIES /EXIT LIGHT/STEPS FOOD PANTRY/D	1,297.88	1,297.88
12270	1049 - NORTHEAST HYDRAULICS CO	PO 27010 PARTS TIGER MOWER	582.02	582.02
12271	183 - NORTHEAST SIGNAL & ELECTRIC CO.,INC	PO 27044 ECHO LAKE	770.00	
		PO 27045 VETERANS DR	735.00	
		PO 27046 SR423/611	562.85	2,067.85
12272	1523 - NUSO,LLC	PO 27023 PHONES	158.69	158.69
12273	81 - P P & L	PO 26989 51540-24008 196 KNOLLWOOD	28.35	
		PO 26990 07251-41006 RESTROOM	15.33	
		PO 26997 85457-02009 BASEBALL FIELD	663.67	
		PO 26999 98496-55008 7 KINGSWAY	59.03	
		PO 27000 88094-98000 940 SUMMIT	42.40	
		PO 27001 84771-32002 SIGNAL LIGHTS	27.68	
		PO 27031 58301-80003 STREET LIGHTS	1,140.36	1,976.82
12274	87 - PENNSYLVANIA ONE CALL SYSTEM, INC.	PO 27030 CBT/FAX	152.80	152.80
12275	88 - PENNSYLVANIA PAPER & SUPPLY CO.	PO 26991 SUPPLIES	129.55	129.55
12276	889 - POCONO SPRAY PATCHING	PO 27003 Sealcoating Ball Courts	3,350.00	3,350.00
12277	206 - PSATS	PO 26998 DRUG TESTING	280.00	280.00
12278	181 - PSATS UC GROUP TRUST FUND	PO 27058 2nd QTR	134.11	134.11
12279	105 - S & S TOOLS & SUPPLIES	PO 26987 SUPPLIES	473.58	
		PO 27035 TOW CHAINS FOR DUMPSTERS	490.44	964.02
12280	161 - STEPHENSON EQUIPMENT INC.	PO 26986 ROAD TIGER MOWER	586.60	
		PO 27034 Parts - TIGER MOWER	221.10	
		PO 27043 PARTS	29.74	837.44
12281	120 - SUNDANCE NETWORKS INC.	PO 27022 JUNE 2025	579.25	579.25
12282	738 - TEAMSTERS LOCAL 773	PO 27056 UNION DUES	1,673.00	1,673.00
12283	31 - TK ELEVATOR CORPORATION	PO 27014 JULY SERV.	391.10	391.10
12284	1374 - TRANSEEDGE TRUCK CENTERS	PO 27049 SHOCK ABSORBER 2017 VOLVO	147.29	147.29
12285	756 - UGI Utilities	PO 27028 411002865219 MUNICIPAL CENTER	127.71	
		PO 27037 411002865458 GARAGE	36.40	164.11
12286	1070 - UNITED STATES TREASURY	PO 27015 FEDERAL TAX 2ND QTR	86.75	86.75
12287	892 - VERIZON WIRELESS	PO 26988 MOBILE PHONES	313.32	313.32
12288	1587 - WEX BANK	PO 27008 Fuel June 2025	1,158.98	1,158.98
12289	930 - WILKES-BARRE MATERIALS	PO 27017 COLD PATCH	559.38	559.38

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

Check#	Vendor	Description	Payment	Check Total
12290	1613 - WM CORPORATE SERVICES, INC	PO 27040 PARK	111.82	111.82
TOTAL				41,836.82

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	41,836.82
01.230.650	UNION DUES			1,673.00	
01.400.000	GENERAL GOV'T	6,859.23			
01.401.000	MANAGER -EXECUTIVE	304.54			
01.404.000	LAW	7,815.33			
01.405.000	MUNICIPAL OFFICE	100.37			
01.409.000	BUILDING & PLANTS	4,314.93			
01.414.000	ZONING OFFICE	1,232.31			
01.419.000	PLANNING COMMISSION	565.00			
01.427.000	SOLID WASTE COLLECTION / DISPO	1,775.44			
01.430.000	DPW-HIGHWAYS ROADS STREETS	1,674.28			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	2,225.31			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	3,328.70			
01.438.000	DPW-HIGHWAY REPAIR & MAINT	559.38			
01.454.000	PARKS	8,209.61			
01.458.000	CONTRIBUTIONS	5.00			
01.487.000	EMPLOYEE BENEFITS	1,194.39			
TOTALS FOR	GENERAL FUND	40,163.82	0.00	1,673.00	41,836.82

Total to be paid from Fund 01 GENERAL FUND

41,836.82
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41,836.82

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
3441	1372 - COMMONWEALTH SIGNS LLC	PO 27013 WWTP -SIGN	25.00	25.00
3442	1251 - ENVIRONMENTAL SERV. CORP.	PO 26994 06/27/2025 SLUDGE HAULING	550.22	
		PO 27026 7/5 SLUDGE HAULING	407.30	
		PO 27053 7/8 SLUDGE HAULING	550.22	1,507.74
3443	1296 - GRIM,BIEHN & THATCHER	PO 26996 IMPERIAL/MESSER/1545 PROSPECT/PA WATER S	180.00	180.00
3444	1614 - JS INSTRUMENTATION & CALIBRATION	PO 27055 WWTP UV SYSTEM	2,365.00	2,365.00
3445	520 - K.L. FULFORD ASSOCIATES, INC	PO 27042 WWTP	5,800.00	5,800.00
3446	1048 - PA DEP OF ENVIRONMENTAL PROTECTION	PO 27060 302 ANNUAL SERVICE FEE	65.00	65.00
3447	1613 - WM CORPORATE SERVICES, INC	PO 27039 WWTP	31.38	31.38
3448	439 - YOUNG & HAROS, LLC	PO 27051 WALMART	180.00	180.00
TOTAL				10,154.12

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	10,154.12
08.429.125	CONTRACT SERVICE PLANT	5,800.00			
08.429.200	SUPPLIES	25.00			
08.429.300	OTHER SERVICES & CHARGES	65.00			
08.429.313	ENGINEERING SERVICES	180.00			
08.429.314	PROFESSIONAL FEE SOLICITOR	180.00			
08.429.374	MAINT/REPAIR EQUIPMENT	2,365.00			
08.429.452	SLUDGE HAULING	1,507.74			
08.429.453	CONTRACTED SERVICE -TRASH	31.38			
TOTALS FOR	SEWER FUND	10,154.12	0.00	0.00	10,154.12

Total to be paid from Fund 08 SEWER FUND

10,154.12

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10,154.12

List of Bills - (85101000) ESCROW FUND CHECKING
ESCROW

Check#	Vendor	Description	Payment	Check Total
1384	1296 - GRIM,BIEHN & THATCHER	PO 26996 IMPERIAL/MESSER/1545 PROSPECT/PA WATER S	1,422.00	1,422.00
TOTAL				1,422.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	1,422.00
85.250.328	TOBYHANNA DEVELOPMENT - 1545 PROSPECT ST			54.00	
85.250.343	PA AMERICAN - 234 POCONO RD - LAND DEVELOPMENT			684.00	
85.250.355	MESSER, LLC LAND DEVELOPMENT			36.00	
85.250.385	PMCC NORTH WAREHOUSE			72.00	
85.250.593	IMPERIAL REALTY PROPERTY			576.00	
TOTALS FOR	ESCROW	0.00	0.00	1,422.00	1,422.00

Total to be paid from Fund 85 ESCROW

1,422.00

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1,422.00