

**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

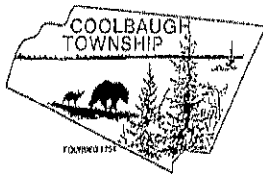
5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466

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

WWW.COOLBAUGHTWP.ORG

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION AGENDA  
December 3, 2024, 6:00PM**

1. State Representative Maureen Madden's request for office space at the Municipal Complex for a Satellite Office (Latisha Griffith)
2. Public Input



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING AGENDA  
December 3, 2024**

**Roll Call**

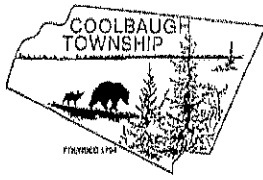
**BOARD OF SUPERVISORS**

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

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

1. Public input
2. Approval of minutes / notes:
  - November 19, 2024- Public Hearing Minutes
  - November 19, 2024-Regular Meeting Minutes
3. Ray Price Ford Request for Release of Financial Security in the Amount of \$33,600.00 plus any accrued interest with the Remaining Balance of \$22,500.00 being Authorized to be Released upon Satisfying the Remaining Conditions in Township Engineer, Russell Kresge’s letter dated November 13, 2024
4. Approval of the Penn Strategies Two Year Grant Writing Contract
5. Current Obligations
 

• General Fund	\$ 464,801.43
• Escrow Fund	\$ 28,264.97
• Sewer Fund	<u>\$ 6,546.66</u>
<b>Total Disbursements</b>	<b>\$ 499.613.06</b>
6. Business Manager Comments/Updates
7. Solicitor Armstrong Comments/Updates



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8. Board of Supervisors Executive Sessions

9. Adjournment

2

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC HEARING MINUTES  
November 19, 2024, 6:00pm

The public hearing was called to order by Vice-Chair Cara Rogan at 6:00pm

**Board Members present:**

Cara Rogan, Clare Colgan Lynn Kelly

**Board Members absent:**

William Weimer and Alma Ruiz-Smith

**Staff present:**

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

**Staff absent:**

None

Solicitor Armstrong stated this public hearing is being held at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, PA 18466, to receive public comment and to consider and Proposed Ordinance #157-2024: An Ordinance of the Township of Coolbaugh, Monroe County, Pennsylvania, Amending the Coolbaugh Township Zoning Chapter 400 of the Code of Ordinance of the Township of Coolbaugh, by Amending Section 400-102- Use of Nonconforming Lots of Record. This public hearing has been advertised in accordance with the MPC and has been reviewed by the Monroe County Planning Commission. The public will be given an opportunity to comment and are asked to please state your name and the city or community that you reside in. This public hearing is being recorded to aid in the preparation of the minutes.

Comments on: Proposed Ordinance #157-2024: An Ordinance of the Township of Coolbaugh, Monroe County, Pennsylvania, Amending the Coolbaugh Township Zoning Chapter 400 of the Code of Ordinance of the Township of Coolbaugh, by Amending Section 400-102: Use of Nonconforming Lots of Record. He stated that this ordinance is being amended to clarify verbiage that is included to correct any confusion.

Solicitor Armstrong stated that the Board has reviewed this proposed ordinance which would amend the Use of Nonconforming Lots of Record at Chapter 400-102 of the Code of Ordinances of Coolbaugh Township.

Solicitor Armstrong called for comments from the Board of Supervisors with none being heard.

Solicitor Armstrong called for comments from the public with none being heard.

Solicitor Armstrong stated that with no further comments, the hearing has been closed. He stated that the Proposed Ordinance is on this evening's regular meeting agenda for consideration by the Board.

The hearing ended at 6:02pm.

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

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

Witnessed by: \_\_\_\_\_  
Cara Rogan, Vice-Chair

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

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION MINUTES**  
**November 19, 2024**

The work session was called to order by Vice-Chair Cara Rogan at 6:02pm in the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

Cara Rogan, Clare Colgan and Lynn Kelly,

Board Members absent:

William Weimer and Alma I. Ruiz-Smith

Staff present:

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

Staff absent:

None

**1. Discussion on Short Term Rental Ordinance Amendments**

Solicitor Armstrong stated that the Board held a public hearing a few months back at which point the proposed amendments were discussed and there were public comments heard about the concerns that they had with respect to a couple of items in the proposed ordinance. When those concerns were heard, the Board asked that a couple of revisions be made which is what is before you this evening. The changes that were made include the following: a waiver option being added to remove the requirement of a Knox Box and limiting the total occupancy for STR's not to exceed 14 overnight guests or 2 per bedroom plus 4, whichever is less.

**2. Public Input**

M. Nichol was in attendance from Poconos VRO stating that he understands that the changes are being made in order to prevent bad actors and party houses but stated that the maximum occupancy also affects responsible renters. He stated that party houses do not care and he would like to work with the township to shut down those problem rentals. Ms. Colgan asked how many homes he has that are over 5 bedrooms that this ordinance amendment would affect being advised two but stating that there is proposed construction on a larger home in APCP that would also be affected. Ms. Rogan stated that the amendments that are being made are also being made to ensure the health, safety and wellness of those that are renting as well as the full-time residents with respect to emergency services. M. Nicholl stated that according to PA Code property owners can throw out problem renters for non-compliance with respect to the number of overnight guests, which would allow them to be shut down quickly. Ms. Colgan asked what your organization does to stop bad actors currently and was advised nothing at the moment, that is why we would like to work with the municipality to come up with a plan.

N. Castro asked if there can be clearer language added to the ordinance in section 324.10A.(1) and 324.10A.(3).

Ms. Rogan asked Ms. Masker to schedule this for a future work session in December for further discussion to allow all Board members to weigh in.

Work Session ended at 6:27pm.

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
November 19, 2024**

The meeting was called to order by Vice-Chair Rogan at 6:27pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

**Board Members Present:**

Cara Rogan, Clare Colgan, and Lynn Kelly

**Board Members Absent:**

William Weimer and Alma I. Ruiz-Smith

**Staff Present:**

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

**Staff Absent:**

None

**Announcements**

Ms. Colgan 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**

Nothing was heard.

**2. Approval of minutes / notes:**

➤ **November 4, 2024- Regular Meeting Minutes**

*Ms. Colgan made a motion second by Ms. Kelly to Approve the Minutes of the November 4, 2024 meeting as presented.*

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

**3. Monthly Reports**

- **Pocono Mountain Regional Police Report-** Presented by Ms. Rogan
- **Pocono Mountain Regional EMS Report-** Presented by Ms. Colgan

**4. Ray Price Jeep Request for Release of Financial Security in the Amount of \$289,270.99 upon Resolution of the Conditions as Outlined in Township Engineer, Russell Kresge's letter dated November 13, 2024**

Solicitor Armstrong stated that the driveway to the access on Harvest Lane was adjusted a matter of feet toward Route 940 to better align with the bays. This was brought up by Township Engineer, Russ Kresge and that is where this indemnification agreement came from. He stated that he prepared an agreement and circulated it, but it was not signed by the applicant. Therefore, this comment is still outstanding. He stated that after speaking to the Township Engineer, it is his understanding that he would be amenable to the applicant providing the township with a certification that the current access point is outside of the Penndot right of way and that it is in compliance with all township regulations and that there are no issues.

*Ms. Kelly made a motion second by Ms. Colgan to release the financial security in the amount of \$289,270.99 upon resolution of the November 8, 2024 review letter of Township Engineer, Russell Kresge and conditioned*

*on the painting/repainting the lines in the parking lot in a manner that is satisfactory to the Township Engineer, and that the applicant either sign the previous indemnification agreement that was circulated or that the applicant's engineer provide a certification that the driveway as currently constructed is consistent with PennDOT, and the Township and is safe and in a manner that is satisfactory to the township.*

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

**5. Ray Price Ford Request for Release of Financial Security in the Amount of \$33,600.00 plus any accrued interest with the Remaining Balance of \$22,500.00 being Authorized to be Released upon Satisfying the Remaining Conditions in Township Engineer, Russell Kresge's letter dated November 13, 2024**

*Ms. Rogan made a motion second by Ms. Kelly to table the Ray Price Ford Request for Release of Financial Security in the Amount of \$33,600.00 plus any accrued interest with the Remaining Balance of \$22,500.00 being Authorized to be Released upon Satisfying the Remaining Conditions in Township Engineer, Russell Kresge's letter dated November 13, 2024.*

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

**6. Resolution #14-2024: PennDot Winter Maintenance Agreement**

Ms. Thompson stated that this resolution goes with the PennDOT Winter Maintenance Agreement that was approved and executed at the last meeting.

*Ms. Colgan made a motion second by Ms. Kelly to Adopt Resolution #14-2024: PennDOT Winter Maintenance Agreement.*

- **Discussion:** D. Pope asked what the Board agreed to with this agreement with Ms. Kelly stating that the Board agreed to accept what the state is willing to pay for .
- **Vote:** All in favor, motion passes.

**7. Resolution #15-2024: Approval of the 2025 Pocono Mountain Regional Police Budget**

*Ms. Colgan made a motion second by Ms. Rogan to Approve Resolution #15-2024: Approval of the 2025 Pocono Mountain Regional Police Budget.*

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

**8. Request for Release of Crime Watch Funds in the Amount of \$250.00 for A Pocono Country Place Community**

*Ms. Colgan made a motion second by Ms. Kelly to Approve the Request for Release of Crime Watch Fund in the Amount of \$250.00 to A Pocono Country Place.*

- **Discussion:** M. Wood asked what those funds are for, being advised that it is a donation to their Crime Watch in the community. J. Smith-Hughes asked how to apply for those funds, being advised that a crime watch would have to be in place and the association would have to make a request for the Board to budget for the donation. S. Anderson-Kreig asked if they monitor STR's.
- **Vote:** All in favor, motion passes.



**9. Request for Release of Crime Watch Funds in the Amount of \$250.00 for Pocono Farms Country Club Community**

*Ms. Rogan made a motion second by Ms. Colgan to Approve the Request for Release of Crime Watch Funds in the Amount of \$250.00 to Pocono Farms Country Club Community.*

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

**10. Request for Release of Annual Reimbursement to A Pocono Country Place in the Amount of \$1,000.00 for the PA State Game Lands Access Road**

*Ms. Kelly made a motion second by Ms. Colgan to Approve the Request for the Release of the Annual Reimbursement to A Pocono Country Place for the PA State Game Lands Access Road in the Amount of \$1,000.00.*

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

**11. Authorization to Release the Fire Tax Escrow in the Amount of \$24,144.82 for the property located at 7165 Robinwood Drive**

*Ms. Colgan made a motion second by Ms. Rogan to Authorize the Release of the Fire Escrow in the Amount of \$24,144.82 for the property located at 7165 Robinwood Drive, Tobyhanna.*

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

**12. Adoption of Ordinance #157-2024: An Ordinance of the Township of Coolbaugh, Monroe County, Pennsylvania, Amending the Coolbaugh Township Zoning Chapter 400 of the Code of Ordinance of the Township of Coolbaugh, by Amending Section 400-102, Use of Nonconforming Lots of Record**

*Ms. Rogan made a motion second by Ms. Kelly to Adopt Ordinance #157-2024 : An Ordinance of the Township of Coolbaugh, Monroe County, Pennsylvania, Amending the Coolbaugh Township Zoning Chapter 400 of the Code of Ordinance of the Township of Coolbaugh, by Amending Section 400-102, Use of Nonconforming Lots of Record.*

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

**13. Conditional Approval of Minor Subdivision Joining Lots 603 & 617, Section 3H, A Pocono County Place, Property Owner(s): Steven William and Gladys M. Dionisio**

*Ms. Colgan made a motion second by Ms. Kelly to Grant Conditional Approval of the Minor Subdivision Joining Lots 603 & 617, Section 3H, A Pocono Country Place, Property Owners Steven William and Gladys M. Dionisio conditioned on satisfying all comments in Township Engineer, Greg Haas's review letter dated November 8, 2024.*

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

**14. Conditional Approval of Minor Subdivision Joining Lots 38 & 39, Block A-2102, Section 21, Arrowhead Lakes North, Property Owner(s) Eugene and Dianne Szymanski**

*Ms. Kelly made a motion second by Ms. Colgan to Grant Conditional Approval of the Minor Subdivision Joining Lots 38 & 39, Block A-2102, Section 21, Arrowhead Lakes North, Property Owners Eugene and Diane Szymanski conditioned on satisfying all comments in Township Engineer, Greg Haas's review letter dated November 10, 2024.*

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

**15. Authorization to Purchase a 2025 Ford F-350 4x4 XLT Chassis in the Amount of \$60,316.00 from Tasca Ford and Upfitting from Lowes Sales and Service in the Amount of \$69,491.00 for a Total Cost of \$129,807.00**

*Ms. Colgan made a motion second by Ms. Rogan to Authorize the Purchase of a 2025 Ford F-350 4x4 XLT Chassis in the Amount of \$60,316.00 from Tasca Ford and Upfitting from Lowes Sales and Service in the Amount of \$69,491.00 for a Total Cost of \$129,807.00.*

- **Discussion:** N. Casto asked if the extra expense for a bug deflector and weather mats were necessary for that cost. Ms. Thompson stated that those items are an investment to increase the longevity of our vehicles with the weather that is in the township.
- **Vote:** All in favor, motion passes.

**16. Authorization to Advertise Notice of Intent to appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational Meeting**

*Ms. Rogan made a motion second by Ms. Kelly to Authorize Advertising the Notice of Intent to appoint a Certified Public Account at the Board of Supervisors Re-Organizational Meeting.*

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

**17. Authorization to Advertise Public Inspection of the 2025 Proposed Budget to be published on November 26, 2024**

*Ms. Rogan made a motion second by Ms. Colgan to Authorize Advertising the Public Inspection of the 2025 Proposed Budget to be published on November 26, 2024.*

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

**18. Authorization to Advertise the 2025 Re-Organizational Meeting Schedule for Monday, January 6, 2025 at 6:00pm**

*Ms. Rogan made a motion second by Ms. Colgan to Authorize Advertising the 2025 Re-Organizational Meeting scheduled for Monday, January 6, 2025 at 6:00pm.*

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

**19. Controller Report**

Presented by Mr. Dixon

**20. Current obligations**

• General Fund	\$ 153,101.35
• Coolbaugh Twp VFC Fire Tax	\$ 269,973.24
• Sewer Fund	<u>\$ 29,121.27</u>
<b>Total Disbursements</b>	<b>\$ 452,195.86</b>

*Ms. Colgan made a motion second by Ms. Rogan to approve payment of the current obligations in the amount of \$452,195.86 as presented.*

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

**21. Business Manager Comments/Updates**

Ms. Thompson had nothing to report.

**22. Solicitor Armstrong Comments/Updates**

- Zoning Hearing Board Application-Landston Equities LLC.

Solicitor Armstrong updated that Board notifying them that Landston Equities LLC. applied to the ZHB to appeal the Zoning Officers Decision regarding the slope definition relating to the property at 394/396 Memorial Blvd., Tobyhanna. He asked the Board if they would like Solicitor Armstrong or someone from his firm to attend the hearing on behalf of the township. Ms. Kelly stated that we would usually send representation to hearings with out Zoning Officer, being advised that it is usually on a case by case basis.

*Ms. Colgan made a motion second by Ms. Kelly have Solicitor Armstrong or a Representative from Grim, Biehn and Thatcher Law Firm attend the Zoning Hearing Board Hearing on behalf of the township.*

- **Discussion:** Solicitor Armstrong stated that we are currently waiting to hear from counsel as we have requested a waiver of the procedural time requirements to allow for the hearing to be held after the holidays, anticipated to be held in January 2025.
- **Vote:** All in favor, motion passes.

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

**23. Board of Supervisors Executive Sessions**

- Tuesday, November 19, 2024 from 7:17pm-7:51pm Re: Legal and Litigation.

**24. Adjournment**

*Ms. Colgan made a motion second by Ms. Kelly to adjourn at 7:03pm.*

**NEXT BOARD WORK SESSION / MEETINGS:**

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

- Work Session/ Business Meeting Tuesday, December 3, 2024 at 6:00pm

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

Witnessed by: \_\_\_\_\_  
Cara Rogan, Vice-Chair

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

**4**



This contract, made effective this \_\_\_\_ day of \_\_\_\_\_, 202\_ (“Effective Date”), formalizes the agreement between **Coolbaugh Township (client)** and **JDM Consultants, LLC d/b/a Penn Strategies (contractor)** a Pennsylvania limited liability company, for the purpose of grant writing and advocacy.

Term: This agreement shall commence on the Effective Date and terminate 24 months thereafter. At the conclusion of the Term all services shall cease unless the parties have agreed in writing.

Services: Contractor will identify all appropriate grants based on an initial scope meeting and client shall advise which grants contractor is to submit on client’s behalf. Contractor will also be responsible for advocating for the approval of all submitted state and federal grants with the appropriate governmental entity. In the event a grant is awarded during the term of this agreement, contractor will advise on administration of the grant. However, any grant administration shall cease at the end of the term unless the parties agree in writing to extend those services for an agreed fee.

Fees: In consideration for the Services, client shall pay contractor a total of \$48,000 to be paid in \$4,000.00 increments every month during the Term. Client also agrees to reimburse Contractor for any filing fees associated with any grants submitted by Contractor on behalf of client. There are no fees for travel, meals, or any other ancillary services.

Billing and Payment Schedule: Contractor will invoice client on a monthly basis. Invoices are payable within thirty (30) days. Unpaid invoices in excess of thirty (30) calendar days will be cause for contractor to discontinue services until all outstanding invoices are paid. Work stoppage may result in missed deadlines and/or increased project fees including remobilization. Regardless of work stoppage, client will remain responsible to pay all outstanding invoices.

Assumptions and Restrictions: The following is a list of assumptions and restrictions that apply to this proposal:

- The client will provide the Penn Strategies Team with access to all relevant background information.
- The client will assist in assuring that their representatives attend relevant and necessary meetings in Pennsylvania.

- The client will respond with timely delivery of reports, data, meeting coordination, and other project assistance that will allow Penn Strategies to meet any deadlines set forth during the performance of this contract.
- Additional compensation for the specified scope of work will be allowed if justified and approved by the client.

Compliance with Laws: Both parties shall comply with all applicable federal, state, and local statutes, rules, regulations or ordinances regarding the performance of its activities under this agreement.

Confidential Nature of this Relationship: This relationship will create and exchange of information, written and oral, between the parties, including but not limited to data, documents, surveys, concepts, drafts, other relationships, strategies and tactics; no disclosure of any such information by either party, without express consent of the other, shall be permitted, except as required by the Pennsylvania Right-To-Know Law. The relationship between the client and the contractor outlined in this agreement is confidential between the parties and will not be disclosed by either party, either presently or in the future, except as required by the Pennsylvania Right-To-Know Law. This provision, in particular, shall survive the term of this agreement.

Independent Contractor: During the Term of this agreement, the contractor shall be an independent contractor and not an agent of the client.

Governing Law: This agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania.

Entire Agreement: This is the entire agreement of the parties. There are no other representations, understandings, or agreements, oral or written or implied, which are not contained herein.

Additional Services: Services not included in the scope and fee described herein may be provided by the Penn Strategies Team upon your request. Proper written authorization must be given prior to initiating any additional services. Additional services would be considered anything not directly mentioned in the scope.

If these terms are acceptable, please print and sign two copies of this document. We will sign both copies and return one to you for your files.

We look forward to serving you. Please feel free to contact Jason Fitzgerald at 272-230-2761 if you have any questions.

PENN STRATEGIES

\_\_\_\_\_  
Jason Fitzgerald  
Authorized Representative

\_\_\_\_\_  
Date

AGREED TO BY COOLBAUGH TOWNSHIP

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

5



**COOLBAUGH TOWNSHIP  
CASH DISBURSEMENTS REPORT  
DECEMBER 03,2024**

<b>DATE</b>	<b>CK #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
11/25/2024		Payroll Transfer	\$ 60,000.00
12/3/2024		General Fund	\$ 404,801.43
12/3/2024		<b>Total General Fund</b>	<b>\$ 464,801.43</b>
12/3/2024		Escrow Fund	\$ 28,264.97
12/3/2024		<b>Total Escrow Fund</b>	<b>\$ 28,264.97</b>
12/3/2024		Sewer Fund	\$ 6,546.66
12/3/2024		<b>Total Sewer Fund</b>	<b>\$ 6,546.66</b>
		<b>TOTAL DISBURSEMENTS</b>	<b>\$ 499,613.06</b>

**CASH TRIAL BALANCE AS OF DECEMBER 03,2024**

General Fund Checking	\$ 8,431,871.32
Fire Tax/Coolbaugh Twp VFD	470,706.33
Fire Tax- Coolbaugh Fire Building Fund	1,008,763.70
Fire Tax- Volunteer Fire Departments	1,038.59
EMS	18,117.07
American Rescue Plan	1,883,959.39
Payroll Checking	502.16
Rainy Day Fund Savings	980,700.95
<b>Total General Fund</b>	<b>\$12,795,659.51</b>
Sewer Fund Checking	2,598.85
Sewer PennVest Checking	5,218.52
<b>Total Sewer Fund</b>	<b>\$ 7,817.37</b>
Capital Projects Fund Checking	<b>\$ 16,183.25</b>
Emerg. Services Fund Money Market	206,250.86
Emerg. Services Fund Checking	21,407.76
<b>Total Emergency Services Fund</b>	<b>\$ 227,658.62</b>
Liquid Fuels Fund Checking	<b>\$ 182,271.47</b>
Escrow Fund Checking	769,797.38
Escrow Fund Clarius Checking	61,639.24
<b>Total Escrow Fund</b>	<b>\$ 831,436.62</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 14,061,026.84</b>

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

Check#	Vendor	Description	Payment	Check Total
11528	226 - A POCONO COUNTRY PLACE	PO 25875 STATE GAME LAND ACCESS ROAD	1,000.00	
		PO 25876 CRIME WATCH	250.00	1,250.00
11529	1330 - AMAZON CAPITAL SERVICES	PO 25865 SMALL TOOLS	181.17	
		PO 25893 MONITOR	139.99	
		PO 25894 SUPPLIES	29.31	
		PO 25895 SUPPLIES	403.28	753.75
11530	1039 - AMERICAN UNITED LIFE INS. CO.	PO 25889 DEC	1,370.54	1,370.54
11531	898 - ASCENDANCE TRUCKS PENNSYLVANIA LLC	PO 25883 SENSORS	231.56	231.56
11532	1483 - AUTO PARTS OF MT POCONO	PO 25882 WASHER FLUID	72.00	72.00
11533	1240 - CINTAS CORPORATION	PO 25850 UNIFORMS	51.10	
		PO 25851 SHOP TOWELS/UNIFORMS	77.69	
		PO 25885 SHOP TOWELS/UNIFORMS	129.77	
		PO 25886 UNIFORMS	52.98	311.54
11534	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 25896 SHEDDING	1,000.00	1,000.00
11535	1563 - GANNETT PENNSYLVANIA LOCALIQ	PO 25864 AUDIT REPORT	245.28	245.28
11536	250 - GOULDSBORO VOLUNTEER FIRE CO.	PO 25874 RECRUITMENT & RETENTION	5,000.00	5,000.00
11537	1296 - GRIM,BIEHN & THATCHER	PO 25884 IMPERIAL/LIBRARY/GENERAL MATTERS/ORDINAN	10,472.25	10,472.25
11538	535 - HANOVER ENGINEERING ASSOC.,INC.	PO 25887 SEO	20,451.60	20,451.60
11539	1192 - HIGHMARK BLUE SHIELD	PO 25867 DEC	44,592.21	44,592.21
11540	1344 - JOHN FEDISH	PO 25870 BOOT REMBURSEMENT	300.00	300.00
11541	1203 - KCE KEYSTONE CONSULTING ENGINEERS	PO 25849 IMPERIAL/CHIPOTLE/STERLING/MUNICIPAL STE	5,837.65	5,837.65
11542	1484 - NAPA AUTO PARTS	PO 25848 CLEANER FOR TRUCKS	56.83	
		PO 25881 GEAR OIL	56.22	
		PO 25898 FUEL FILTER	81.06	194.11
11543	183 - NORTHEAST SIGNAL & ELECTRIC CO.,INC	PO 25866 196 & ECHO-611 & CORP	1,461.08	1,461.08
11544	81 - P P & L	PO 25856 89343-21023 SCHOOL SIGN	24.61	
		PO 25857 54691-27003 LAUREL DR DPW	324.28	
		PO 25858 88900-24001 GARAGE MUNICIPAL CENTER	30.26	
		PO 25859 36034-04005 ECHO LAKE	35.01	
		PO 25860 39910-23005 196	43.85	
		PO 25861 89631-95000	29.11	
		PO 25862 43281-27004 MUNICIPAL CENTER	1,122.82	
		PO 25863 64488-049005 611	66.87	1,676.81
11545	81 - P P & L	PO 25890 07251-41006 RESTROOMS	14.88	
		PO 25891 51540-24008 KNOLLWOOD	26.46	
		PO 25892 85457-02009 BALLFIELD	421.01	
		PO 25900 84771-32002 SIGNAL LIGHTS	25.98	488.33
11546	219 - PA DEPT. OF LABOR & INDUSTRY -	PO 25899 2 yr RENEWAL ELEVATOR	87.21	87.21
11547	1169 - POCONO FARMS CCA	PO 25877 CRIME WATCH	250.00	250.00
11548	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 25853 DEC 2024	257,364.44	257,364.44
11549	172 - POCONO MT. LIBRARY, INC	PO 25879 Operational Loan - 1 of 2 Dec 2024	50,000.00	50,000.00
11550	161 - STEPHENSON EQUIPMENT INC.	PO 25897 PARTS	134.57	134.57
11551	892 - VERIZON WIRELESS	PO 25888 PHONES	1,256.50	1,256.50
TOTAL				404,801.43

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	404,801.43
01.150.002	LIBRARY LOAN RECEIVABLE			50,000.00	
01.400.000	GENERAL GOV'T	8,036.30			
01.401.000	MANAGER -EXECUTIVE	139.99			
01.404.000	LAW	10,122.25			
01.405.000	MUNICIPAL OFFICE	245.28			
01.408.000	ENGINEER	5,300.02			
01.409.000	BUILDING & PLANTS	1,719.73			
01.410.000	POLICE	257,364.44			
01.411.000	FIRE	5,000.00			
01.413.000	SEO / BUILDING CODE	20,451.60			
01.414.000	ZONING OFFICE	350.00			
01.415.000	EMERGENCY MANAGEMENT	1,500.00			
01.427.000	SOLID WASTE COLLECTION / DISPO	1,000.00			
01.430.000	DPW-HIGHWAYS ROADS STREETS	1,102.32			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	2,037.25			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	813.41			
01.454.000	PARKS	435.89			

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.487.000	EMPLOYEE BENEFITS	39,182.95			
TOTALS FOR	GENERAL FUND	354,801.43	0.00	50,000.00	404,801.43

Total to be paid from Fund 01 GENERAL FUND

404,801.43

404,801.43

## List of Bills - (85101000) ESCROW FUND CHECKING ESCROW

Check#	Vendor	Description	Payment	Check Total
1360	1296 - GRIM,BIEHN & THATCHER	PO 25804 IMPERIAL/LIBRARY/GENERAL MATTERS/ORDINAN	420.00	420.00
1361	1203 - KCE KEYSTONE CONSULTING ENGINEERS	PO 25849 IMPERIAL/CHIPOTLE/STERLING/MUNICIPAL STE	3,700.15	3,700.15
1362	1589 - PIOTR NOGA ETAL	PO 25878 FIRE ESCOW	24,144.82	24,144.82
TOTAL				28,264.97

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	28,264.97
85.250.020	PIOTR NOGA & RENATA KUKULSKA-NOGA			24,144.82	
85.250.243	ROMANO - LOT CONSOLIDATION			94.88	
85.250.249	JEFFREY WAGNER - LOT CONSOLIDATION			189.76	
85.250.325	TOBYHANNA STORAGE			52.50	
85.250.338	POSH HOSPITALITY DEVELOPMENT LLC - LAND			1,605.50	
85.250.387	PMCC NORTH - LOT 2			1,233.38	
85.250.593	IMPERIAL REALTY PROPERTY			494.63	
85.250.595	COOLBAUGH SOUTH OWNER LLC			449.50	
<b>TOTALS FOR</b>	<b>ESCROW</b>	<b>0.00</b>	<b>0.00</b>	<b>28,264.97</b>	<b>28,264.97</b>

Total to be paid from Fund 85 ESCROW

28,264.97

28,264.97

## List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
3322	781 - AERZEN USA	PO 25869 OIL/DELTA LUBE	168.74	168.74
3323	771 - COMMONWEALTH OF PA	PO 25873 PENNWORKS #P24001544-429	965.35	965.35
3324	1251 - ENVIRONMENTAL SERV. CORP.	PO 25872 SLUDGE HAULING	500.22	
		PO 25880 SLUDGE HAULING	397.00	897.22
3325	32 - GRAINGER	PO 25871 HEATER WWTP	466.19	466.19
3326	1296 - GRIM, BIEHN & THATCHER	PO 25884 IMPERIAL/LIBRARY/GENERAL MATTERS/ORDINAN	210.00	210.00
3327	699 - MAIN POOL & CHEMICAL CO	PO 25868 SULFATE SOLUTION	939.70	939.70
3328	81 - P P & L	PO 25854 26491-26001 WWTP	2,656.56	
		PO 25855 04090-21003 PUMP STA	122.90	2,779.46
3329	439 - YOUNG & HAROS, LLC	PO 25852 WAL-MART	120.00	120.00
TOTAL				6,546.66

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	6,546.66
08.269.500	PENNWORKS 2008 GOB			898.72	
08.429.200	SUPPLIES	1,108.44			
08.429.314	PROFESSIONAL FEE SOLICITOR	330.00			
08.429.361	ELECTRIC	2,779.46			
08.429.374	MAINT/REPAIR EQUIPMENT	466.19			
08.429.452	SLUDGE HAULING	897.22			
08.472.106	PENNWORKS INTEREST LN #99900048	66.63			
TOTALS FOR SEWER FUND		5,647.94	0.00	898.72	6,546.66

Total to be paid from Fund 08 SEWER FUND

6,546.66  
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6,546.66