

**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
PUBLIC HEARING AGENDA
November 19, 2024, 6:00PM**

1. Call to Order

2. Comments on Proposed Ordinance #158-2024: 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

3. Closing of the Hearing

2

ATTEST:

I do hereby certify that this is a true and correct copy of the proposed Ordinance of Coolbaugh Township amending the Zoning Ordinance at Chapter 400 of the Code of Ordinances of Coolbaugh Township being advertised for enactment by the Coolbaugh Township Board of Supervisors on November 19, 2024.

Erin Maskes

**BOARD OF SUPERVISORS OF
COOLBAUGH TOWNSHIP
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWNSHIP OF COOLBAUGH, MONROE COUNTY, PENNSYLVANIA, AMENDING THE COOLBAUGH TOWNSHIP ZONING ORDINANCE AT CHAPTER 400 OF THE CODE OF ORDINANCES OF COOLBAUGH TOWNSHIP, BY AMENDING SECTION 400-102, USE OF NONCONFORMING LOTS OF RECORD.

WHEREAS, the Board of Supervisors desires to amend the provisions and requirements related to the use of nonconforming lots of record in Section 400-102 of the Coolbaugh Township Code of Ordinances; and,

WHEREAS, the Board of Supervisors finds that the proposed amendment will promote, protect and facilitate the public health, safety and welfare.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, by authority of and pursuant to the provisions of Act of 1968, P.L. 805, No. 247 of the General Assembly of the Commonwealth of Pennsylvania, approved July 31, 1968, as reenacted and amended, known and cited as the *Pennsylvania Municipalities Planning Code*, that Chapter 400, Zoning, of the Code of Ordinances of Coolbaugh Township is amended as follows:

ARTICLE I.

The Coolbaugh Township Zoning Ordinance at Chapter 400 of the Code of Ordinances of Coolbaugh Township, Article XI, Nonconformities, Section 400-102, Use of nonconforming lots of record, is hereby amended in its entirety to read as follows:

§ 400-102 Use of nonconforming lots of record.

- A. Uses allowed. In all districts, a lawful nonconforming lot of record which does not meet the required minimum lot size, width or depth requirements of the zoning district in which it is located may be used for any use allowed by the Schedule of Uses (*400 Attachment 1*) for that district, provided:
- (1) Standards. All setback, height, lot coverage, open space and other standards of the zoning district and other chapter standards applicable to specific uses are satisfied. If allowed by conditional use or special exception, the applicable procedures shall apply.
 - (2) Lot size requirement. Other provisions of this chapter do not require a minimum lot size for the proposed use which is greater than that specified by the Schedule of Development Standards (*400 Attachment 2*) for the zoning district in which the proposed use is located. [For example, § 400-77A(1) requires a minimum parcel size of five acres for junkyards so a junkyard is not permitted on a nonconforming lot.]
-

- B. Combination required. If a use spans adjoining nonconforming lots, the lots shall be combined into a single parcel in accord with the requirements of Chapter 355, Subdivision and Land Development, of the Code of Ordinances of the Township of Coolbaugh.

ARTICLE II. SEVERABILITY.

It is hereby declared to be the legislative intent that if a court of competent jurisdiction declares any provisions of this Ordinance to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully effective. The Board of Supervisors hereby declares that it would have passed this Ordinance and each section or part thereof, other than any part declared invalid, if it had advance knowledge that any part would be declared invalid.

ARTICLE III. REPEALER.

All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

ARTICLE IV. EFFECTIVE DATE.

This Ordinance shall become effective five (5) days after enactment.

DULY ENACTED AND ORDAINED this ____ day of _____ 2024, by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, in lawful session duly assembled.

Board of Supervisors of
Coolbaugh Township

By: _____
William Weimer, Chairman

By: _____
Joseph Rogan, Vice-Chair

By: _____
Clare Colgan, Supervisor

By: _____
Alma I. Ruiz-Smith, Supervisor

By: _____
Lynn Kelly, Supervisor

ATTEST:

Township Secretary

[TOWNSHIP SEAL]

LEGAL NOTICE

Notice is hereby given that the Coolbaugh Township Board of Supervisors will hold a public hearing on November 19, 2024 at 6:00 p.m., at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, Pennsylvania 18466, to receive public comment and to consider and possibly adopt an ordinance, of which this notice is a summary, amending the Coolbaugh Township Zoning Ordinance at Chapter 400 of the Code of Ordinances of Coolbaugh Township, by amending the provisions regulating the use of nonconforming lots of record at Section 400-102. The title of the proposed ordinance is as follows:

AN ORDINANCE OF THE TOWNSHIP OF COOLBAUGH, MONROE COUNTY, PENNSYLVANIA, AMENDING THE COOLBAUGH TOWNSHIP ZONING ORDINANCE AT CHAPTER 400 OF THE CODE OF ORDINANCES OF COOLBAUGH TOWNSHIP, BY AMENDING SECTION 400-102, USE OF NONCONFORMING LOTS OF RECORD.

A copy of the full text of the above-referenced ordinance is available for review at the Township offices at 5520 Municipal Drive, Tobyhanna, Pennsylvania, the Monroe County Law Library, and the offices of this newspaper during normal business hours. All interested parties are invited to attend the above-referenced public hearing.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
5520 Municipal Drive
Tobyhanna, Pennsylvania 18466



COOLBAUGH TOWNSHIP Planning Commission

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

To: Board of Supervisors
Patrick Armstrong, Township Solicitor

From: Coolbaugh Township Planning Commission

Date: September 11, 2024

RE: Amended Ordinance-Non-Conforming Property

At their September 10, 2024 meeting, the Coolbaugh Township Planning Commission reviewed the Non-Conforming Property Ordinance Revision and recommend that the Board of Supervisors approve the ordinance as presented.

Thank you for your consideration of this recommendation.

Sincerely,
Coolbaugh Township Planning Commission

Erin Masker
Township Secretary/Administrative Assistant

701 Main Street, Suite 405
Stroudsburg, PA 18360



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

MONROE COUNTY PLANNING COMMISSION

September 17, 2024

Erin Masker, Administrative Assistant
Coolbaugh Township
5520 Municipal Drive
Tobyhanna, PA 18466

Re: Nonconforming Lots of Record
Zoning Ordinance Amendments
Coolbaugh Township
MCPC review #158-24

Dear Ms. Masker:

The above cited amendments were reviewed by Eric Koopman, Lead Senior Planner on behalf of the Monroe County Planning Commission. You will find his comments enclosed. Should you have any special concerns regarding these comments, please contact us immediately.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on October 8, 2024 at 5:00 p.m. at the Monroe County Planning Commission office. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

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

If you have any questions or if we can be of further service to you, please feel free to contact me.

Sincerely yours,

A handwritten signature in blue ink that reads "Christine Meinhart-Fritz".

Christine Meinhart-Fritz
Director

CMF/ek

701 Main Street, Suite 405
Stroudsburg, PA 18360



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

MONROE COUNTY PLANNING COMMISSION

TO: Christine Meinhart-Fritz, Director

FROM: Eric Koopman, Lead Senior Planner

DATE: September 17, 2024

SUBJECT: Nonconforming Lots of Record
Zoning Ordinance Amendments
Coolbaugh Township
MCPC review #158-24

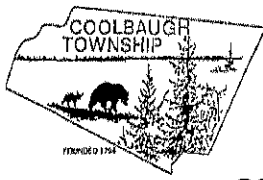
The Township of Coolbaugh is proposing amendments to its zoning ordinance concerning nonconformities. Specifically, the amendments would replace current provisions for allowable uses on nonconforming lots of record with revised standards adding language addressing conditional and special exception uses. The amendments would also provide clarification regarding lot size requirements for such lots.

The above mentioned zoning ordinance amendments have been reviewed on the basis of generally accepted planning principles and environmental concerns. The following technical comments concerning the proposed amendments are offered:

1. The proposed ordinance amendment is generally consistent with the PMPC, Act 247 of 1968, as amended, in terms of following required procedures.
2. The proposed amendments would address potential interpretation issues and clarify specific requirements for uses on nonconforming lots within this section of the ordinance. This is to be encouraged.
3. If any revisions are made to the proposed zoning ordinance amendments, they must be resubmitted to the MCPC for review prior to adoption. This requirement was affirmed by the Pennsylvania Commonwealth Court in *Hanover Healthcare Plus, Inc. v. Zoning Hearing Board of Penn Township* 875 A.2d 1255 (Pa. Cmwlth 2005).
4. The Staff has reviewed the proposed ordinance amendments and recommends that they be adopted subject to the above noted comments being satisfactorily addressed.

In an attempt to maintain a library of municipal ordinances, we request that any adopted ordinance amendments (Zoning, Zoning Map and SALDO) be sent to the MCPC within 30 days of enactment as specified in the PMPC.

This review is subject to the approval of the Monroe County Planning Commission at its next regularly scheduled meeting.



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

1. Discussion on Short Term Rental Ordinance Amendments
2. Public Input

1

**BOARD OF SUPERVISORS OF
THE TOWNSHIP OF COOLBAUGH
MONROE COUNTY, PENNSYLVANIA**

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWNSHIP OF COOLBAUGH, MONROE COUNTY, PENNSYLVANIA, AMENDING CHAPTER 324 OF THE CODE OF ORDINANCES OF THE TOWNSHIP OF COOLBAUGH, SHORT-TERM RENTALS, BY RESTRICTING SHORT-TERM RENTALS TO THE R-1, R-2, R-3, W-C AND C-3 ZONING DISTRICTS, REQUIRING SEWER INSPECTIONS, PROHIBITING SHORT-TERM RENTALS FROM USING A SEWAGE HOLDING TANK, LIMITING THE OCCUPANCY OF SHORT-TERM RENTALS AND REVISING THE REQUIREMENTS ASSOCIATED WITH SHORT-TERM RENTAL LICENSES.

WHEREAS, the Coolbaugh Township Board of Supervisors adopted Ordinance No. 141-2020 on or about August 18, 2020 and such Ordinance established Chapter 324 of the Code of Ordinances of Coolbaugh Township, Short-Term Rentals, creating regulations and restrictions on short-term rentals within the Township; and,

WHEREAS, the Coolbaugh Township Board of Supervisors has determined that amendments are needed to Chapter 324 of the Code of Ordinances of Coolbaugh Township in order to restrict short-term rentals to within the R-1, R-2, R-3, W-C and C-3 Zoning Districts and further to revise certain requirements associated with short-term rental licenses; and,

WHEREAS, the Coolbaugh Township Board of Supervisors has also determined that amendments are needed to Chapter 324 of the Code of Ordinances of Coolbaugh Township in order to require sewer inspections at certain times for short-term rentals and to prohibit the use of a sewage holding tank by short-term rentals; and,

WHEREAS, the Coolbaugh Township Board of Supervisors has also determined that amendments are needed to the occupancy limitations for short-term rentals.

NOW THEREFORE, BE IT ORDAINED AND ENACTED by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, that Chapter 324 of the Coolbaugh Township Code of Ordinances is hereby amended as follows:

ARTICLE I.

Section 324-6 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by adding a new Section J. to read as follows:

§324-6.

- J. Short-term rentals shall only be permitted in the R-1, R-2, R-3, W-C and C-3 Zoning Districts in Coolbaugh Township in accordance with the Coolbaugh Township Zoning Ordinance.

ARTICLE II.

Section 324-6 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh

Township is hereby amended by adding a new Section K. to read as follows:

§324-6.

- K. The sewage disposal system servicing the property shall be subject to Township inspection at the time of each short-term rental license application and/or renewal. In the event the sewage disposal system servicing the property is determined to be inadequate for the proposed short-term rental use, the license may be denied and/or not renewed by the Township.

ARTICLE III.

Section 324-8 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by amending the first paragraph of Section 8.A. to read as follows:

§324-8.A.

- A. Application Required; Information. An application for a short-term rental license shall be filed with the designated Township official and a license issued prior to the use of the property as a short-term rental. All applications shall contain the following information:

ARTICLE IV.

Section 324-8 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by amending Sections 8.A.(4) and (5) to read as follows:

§324-8.A.

- A.(4) Reserved.
- A.(5) A floor plan of the short-term rental if deemed necessary by the Township.

ARTICLE V.

Section 324-8 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by amending Section 8.A.(10) to read as follows:

§324-8.A.

- A.(10)The location, type, approximate age and capacity of the sewage disposal system. The owner of the property shall supply the Township with an evaluation from a Pumper/Hauler certifying the sewage disposal system is properly functioning as intended, and proof that the tank was inspected by a pumper/hauler within three (3) months prior to the date of the application for a short-term rental license, or a renewal thereof.

ARTICLE VI.

Section 324-8 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by amending Section 8.A.(14) to read as follows:

§324-8.A.

A.(14) A copy of a current Monroe County Hotel Room Excise Tax Certificate.

ARTICLE VII.

Section 324-8 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by amending Section 324-8.B. to read as follows:

§324-8.B.

- B. Inspection; Fee. An inspection shall be required prior to the issuance of the short-term rental license and/or renewal. An inspection fee established by Resolution of the Board of Supervisors shall be charged for any inspection deemed necessary by the Township.

ARTICLE VIII.

Section 324-8 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by adding a new Section 324-8.C. to read as follows:

§324-8.C.

- C. Sewer Inspection Fee. The property that is the subject of a short-term rental license application and/or renewal of such a short-term rental license shall be subject to an inspection of the on-lot sewage disposal system providing sewer service to the property. The inspection shall be conducted by the Township and/or an authorized representative and/or consultant of the Township. An inspection fee established by Resolution of the Board of Supervisors shall be charged for such sewer inspections associated with short-term rental license applications and/or renewals.

ARTICLE IX.

Section 324-8 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by adding a new Section 324-8.D. to read as follows:

§324-8.D.

- D. Incomplete Application. In the event the applicant/owner fails to provide the requisite information and/or documentation required in Section 324-8.A. of this Chapter within ninety (90) days of the date of the application, the application shall be deemed invalid and incomplete and shall be subject to denial. Any and all application fees associated with an application that is denied for being invalid and incomplete are nonrefundable and the applicant/owner shall pay the requisite application fee for any new application following such a denial.

ARTICLE X.

Section 324-9.B. of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended to read as follows:

§324-9.B.

- B. Renewal Fee. An annual renewal fee shall be established by Resolution of the Board of Supervisors that license holders shall pay when renewing their license issued pursuant to this Chapter. If the fee is not paid within sixty (60) days of the expiration date for the last license issued for the property, the license shall be null and void and application for a new license, not a renewal, shall be required thereafter prior to renting the subject short-term rental.

ARTICLE XI.

Section 324-9 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by adding a new Section 324-9.D. to read as follows:

§324-9.D.

- D. The application and renewal fees referenced in this Section 324-9 are separate and distinct from any applicable inspection fee set forth in this Chapter.

ARTICLE XII.

Section 324-10.A.(1) of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended to read as follows:

§324-10.A.(1)

- (1) The owner shall, by written agreement, limit overnight occupancy of the short-term rental to the specific number of occupants designated in the license, with the number of overnight occupants not to exceed two persons per bedroom plus four additional persons per residence or fourteen (14) persons per residence, whichever is less. The total number of overnight occupants of any short-term rental residence shall not exceed fourteen (14). Infants (under two years of age) shall not count towards the limit of overnight occupants. The owner shall further ensure any and all advertisements for and/or marketing of the short-term rental communicates the correct and permitted number of occupants. The owner shall not market the short-term rental in a manner inconsistent with the occupancy limits of this Chapter and/or the license.

ARTICLE XIII.

Section 324-10.A.(3) of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended to read as follows:

§324-10.A.(3)

- (3) The number of bedrooms permitted for a short-term rental shall not exceed the number of bedrooms approved for the dwelling unit on the sewage permit issued for such property and/or the number of bedrooms approved by the Township as a result of the on-lot septic inspection associated with the short-term rental license application. All short-term rental properties shall provide proof that the sewage disposal system is adequate to handle such flows by having the system approved by the Sewage Enforcement Officer, or by providing a sewage disposal system permit previously issued by the Sewage Enforcement Officer that is deemed acceptable to the Township. If a sewage disposal system malfunction occurs, the use of the dwelling unit as a short-term rental shall be discontinued immediately upon Township notification until the malfunction is corrected to the Township's satisfaction in accordance with Township and Pennsylvania

Department of Environmental Protection requirements. No short-term rental shall be permitted within a dwelling unit that utilizes a sewage holding tank as its sewage disposal system. A holding tank is not an acceptable on-lot sewage disposal system for a short-term rental use.

ARTICLE XIV.

Section 324-10.A. of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended by adding a new Section 324-10.A(16) to read as follows:

§324-10.A.(16)

- (16) ~~All s~~Short-term rentals ~~shall are encouraged to~~ have a knox box/emergency key box installed and maintained at the property to ensure emergency service providers, such as fire companies and emergency medical service providers, are able to access the property in the event of an emergency. In the event the owner of a short-term rental does not want to install a knox box/emergency key box at the property, the owner shall sign a waiver/release in a form acceptable to the Township waiving any claims associated with damage caused by emergency service providers when entering the short-term rental in the event of an emergency.

ARTICLE XV.

Section 324-13 of Chapter 324, Short-Term Rentals, of the Code of Ordinances of Coolbaugh Township is hereby amended to read as follows:

§324-13. Marketing.

The marketing of a short-term rental which exceeds the maximum occupancy requirements permitted by this Chapter or which promotes any other activity that is prohibited by this Chapter shall be used as evidence of a violation of this Chapter during enforcement proceedings. The owner or contact person shall provide to the enforcement officer a copy of all advertisements relating to the short-term rental at the time of license application, license renewal and/or upon request.

ARTICLE XVI. SEVERABILITY.

It is hereby declared to be the legislative intent that if a court of competent jurisdiction declares any provisions of this Ordinance to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully effective. The Board of Supervisors hereby declares that it would have passed this Ordinance and each section or part thereof, other than any part declared invalid, if it had advance knowledge that any part would be declared invalid.

ARTICLE XVII. REPEALER.

All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

ARTICLE XVIII. EFFECTIVE DATE.

This Ordinance shall become effective five (5) days after enactment.

DULY ENACTED AND ORDAINED this ____ day of _____ 2024, by the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, in lawful session duly assembled.

Board of Supervisors of Coolbaugh Township

By: _____
William Weimer, Chairman

By: _____
Joseph Rogan, Vice-Chair

By: _____
Lynn Kelly, Supervisor

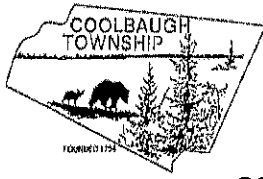
By: _____
Alma I. Ruiz-Smith, Supervisor

By: _____
Clare Colgan, Supervisor

ATTEST:

Township Secretary

[TOWNSHIP SEAL]



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

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

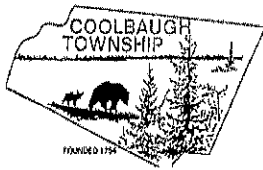
Roll Call

BOARD OF SUPERVISORS

___ B. Weimer ___ C. Rogan ___ A. Ruiz-Smith ___ C. Colgan ___ 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 4, 2024-Regular Meeting Minutes
3. Monthly/Quarterly Reports
 - Pocono Mountain Regional Police Commission
 - Pocono Mountain Regional EMS
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
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
6. Resolution #14-2024: PennDot Winter Maintenance Agreement
7. Resolution #15-2024: Approval of the 2024 Pocono Mountain Regional Police Budget
8. Request for Release of Crime Watch Funds in the Amount of \$250.00 for A Pocono Country Place Community



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

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

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

12. Adoption of Ordinance #158-2024: 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

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

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

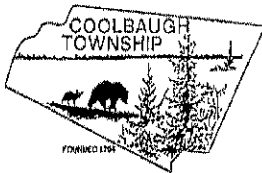
15. Authorization to Purchase a 2024 Ford F-350 4x4 XLT Chassis in the Amount of \$60,316.00 from Tasca Ford and Upfitting from Lowes Sales and Service in the Amount of \$69,491.00 for a Total Cost of \$129,807.00

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

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

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

19. Controller Report



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20. Current obligations

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

21. Business Manager Comments/Updates

22. Solicitor Armstrong Comments/Updates

- Zoning Hearing Board Application-Landston Equities LLC.

23. Board of Supervisors Executive Sessions

24. Adjournment

2

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES
November 4, 2024

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

Board Members Present:

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

Board Members Absent:

None

Staff Present:

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

Staff Absent:

None

VFW Post 509 Presented the Colors and led the Pledge of Allegiance followed by a prayer by Chaplain Walraven. Commander Ronnie Byrd thanked the Board for their continued support.

Mr. Weimer thanked the Post and the members in attendance for their service and support of the community.

Mr. Weimer stated that we will be making a presentation of a plaque to long-term employee, Stephen Weber for his 47 years of service to Coolbaugh Township. He stated that Mr. Weber recently retired.

1. Discussion on Building #2 Bid Docs

Ms. Ruiz-Smith asked where in the document the project specs are located, being advised that they will be attached as an addendum to the document when it goes out to bid. Mr. Weimer asked that this be added to the next meeting agenda to authorize advertising.

- **Discussion:** None

2. Public Comment

Nothing was heard. Work Session ended at 6:13pm.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 4, 2024

The meeting was called to order by Chairman Weimer at 6:13pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

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

Board Members Absent:

None

Staff Present:

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

Staff Absent:

None

Announcements

Mr. Weimer announced the following:

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

1. Public input

Nothing was heard

2. Approval of minutes / notes:

- October 15, 2024- Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Ms. Colgan to Approve the Regular Meeting Minutes from October 15, 2024 as presented.

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

3. Conditional Approval of Finish Line Auto Body (HAARETZ, Inc.) Land Development Plan

Ms. Kelly made a motion second by Ms. Ruiz-Smith to Grant Conditional Approval of the Finish Line Auto Body (HAARETZ, Inc.) Land Development Plan conditioned on satisfying all items in the Township Engineer's review letter dated July 30, 2024.

- **Discussion:** Jude Calwell was in attendance and reviewed the project which includes a 2200 sq. ft. building which will be located to the rear of the current building which will be used for the storage of vehicles that are awaiting repairs or parts to be repaired. Ms. Ruiz-Smith asked who owns the driveway that is located in between Finish Line and Kost being advised it is owned by HAARETZ, Inc. and has an easement agreement with Kost. She asked that he relay a message that there are concerns with the potholes on the driveway and that she is hoping that with this project they will be repaired for the safety of everyone that utilizes them. She also asked how much traffic would increase due to the building being constructed being advised it would be de minimis.
- **Vote:** All in favor, motion passes

4. Resolution #13-2024: A Resolution of the Coolbaugh Township Board of Supervisors Authorizing a Loan to the Pocono Mountain Public Library, Inc. to be used towards Authorized Library Expenses

Ms. Rogan made a motion second by Ms. Colgan to Adopt Resolution #13-2024: A Resolution of the Coolbaugh Township Board of Supervisors Authorizing a Loan to the Pocono Mountain Public Library, Inc. to be used towards Authorized Library Expenses.

- **Discussion:** Ms. Ruiz-Smith asked what authorized library expenses are considered; being advised that this is the same agreement as the previous one and the expenses are in accordance with what is allowed in the library code.
- **Vote:** 4-0-1, motion passes. (Ms. Kelly abstained)

5. Authorization to Advertise the following:

- Notice of Vacancies on Various Boards, Commissions and Council
- Notice to Residents- Any vehicle left on Township Right of Way during periods of ice or snow removal will be towed at owner's expense.

Ms. Colgan made a motion second by Ms. Ruiz-Smith to Authorize Advertising the Notice of Vacancies on Boards, Commissions and Committees and Advertising the Right of Way Notice to Residents.

- **Discussion:** Ms. Rogan asked if a boat constitutes a vehicle with Solicitor Armstrong reviewing the ordinance and advising that it does. Ms. Rogan stated that she is aware of a boat and trailer parked in the Township right-of-way. Mr. Weimer asked that Ms. Rogan provide him with the address for the boat location, and he will have it taken care of.
- **Vote:** All in favor, motion passes.

6. Coolbaugh Township Volunteer Fire Company Request for Release of Tax Funds in the amount of \$269,973.24 for the following Expenses: \$76,318.24 Apparatus Maintenance; \$27,596.66 Utilities and \$166,058.34 to include all other expenses including Recruitment/Retention, Training etc.

Ms. Rogan made a motion second by Ms. Kelly to Approve the Coolbaugh Township Volunteer Fire Company Request for Release of Tax Funds in the Amount of \$269,973.24 for the following Expenses: \$76,318.24 Apparatus Maintenance; \$27,596.66 Utilities and \$166,058.34 to include all other expenses including Recruitment/Retention, Training etc.

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

7. Authorization to Release all Remaining 2024 Donations in the Amount of \$58,906.00.

Mr. Weimer made a motion second by Ms. Colgan to Authorize the Release of all Remaining 2024 Donations in the Amount of \$58,906.00.

- **Discussion:** Ms. Ruiz-Smith stated that at the budget work session there was some discussion on the donations for the VFW's and stated that the Board discussed the presentation made by VFW 509 in which it was stated that they serve Mount Pocono and not Tobyhanna. She stated that she would like the Board to consider lowering the donation amount to that Post. Ms. Rogan asked if the payment that is being made to the Waste Authority would be considered a donation or a service fee, being advised that they pick up the deer and that they do not send us a bill for each one,

we just donate to them. H. Smith stated that he agrees with Ms. Ruiz-Smith stating that VFW Post 3448 serves Mount Pocono.

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

8. PennDot Winter Maintenance Agreement

Ms. Ruiz-Smith made a motion second by Mr. Weimer to Accept the PennDOT Winter Maintenance Agreement as presented.

- **Discussion:** Ms. Ruiz-Smith stated that we have to make sure that the residents and workers at the Army Depot are able to travel to and from work and their homes. Their safety is what is most important. H. Smith asked if it had been determined how a mile is calculated stating that it would be a mile each way for plowing purposes. Ms. Rogan stated that she will not be voting in favor of this agreement as the increase each year may not be enough to cover the cost for our DPW to do PennDOT's work and stated that we will be losing money hand over fist.
- **Vote:** 4-1-0, motion passes.

9. Current Obligations

• General Fund	\$ 449,305.81
• EMS Fund	\$ 56,026.92
• Sewer Fund	\$ 10,430.57
Total Disbursements	\$ 515,763.30

Ms. Colgan made a motion second by Ms. Rogan to pay the current obligations as presented in the amount of \$ 515,763.30.

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

10. Business Manager Comments/Updates

- Ms. Thompson stated that EAC will be utilizing a tablet that is not being used by the township to download software for their project at the open space property. She stated that these were purchased through the COVID funds and have since been upgraded for use by the Zoning Dept.
- Ms. Thompson stated that the safety committee will be rolling out a morning stretch program which has already started at the road garage and will begin at the admin office next week.
- The Township Admin Building will be closing on Wednesday of this week at 4pm to allow our staff to attend funeral services in support of a coworker.
- She requested a brief executive session following the meeting for personnel.

Mr. Weimer asked Ms. Thompson to research an app or other means of tracking for the DPW recycling center to replace the recycling cards, stating that there are people that are receiving multiple cards, and it isn't working.

11. Solicitor Armstrong Comments/Updates

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

12. Board of Supervisors Executive Sessions

- Tuesday, November 4, 2024 from 6:43pm-7:05pm Re: Personnel and Litigation

13. Adjournment

Ms. Ruiz-Smith made a motion second by Ms. Colgan to adjourn at 6:36pm.

NEXT BOARD WORK SESSION / MEETINGS:

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

- Public Hearing/Work Session/ Business Meeting Tuesday, November 19, 2024 at 6:00pm

Submitted by: _____
Erin Masker, Township Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____

3

2024 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOTAL ENFORCEMENT														2023	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	OCT	Prior YTD
Total Calls	1005	903	1034	1069	1128	1193	1403	1335	1137	1115			11322	951	11330
<i>Complaints</i>	916	842	973	1006	1049	1103	1308	1244	1051	1013			10505	876	10509
<i>Accidents</i>	89	61	61	63	79	90	95	91	86	102			817	75	821
Criminal Arrests	61	72	89	45	59	61	75	68	71	62			663	94	832
Traffic Arrests	151	172	277	244	229	139	252	178	184	162			1988	180	1804
Vehicle Code Warnings	144	185	295	254	214	164	253	228	226	175			2138	126	1784
Ordinance Arrests	7	10	13	15	12	9	15	26	17	7			131	16	96

Total Hours															
Patrol	2638.49	2599.12	2426.73	2263.22	2133.95	2004.29	2668.80	2262.66	1996.10	2050.96			23044.32		
Investigation	1413.26	1205.85	1699.91	1415.03	1542.99	1715.20	1675.73	1748.73	1828.46	1728.32			15973.48		
Paperwork	279.02	318.60	432.07	316.00	435.00	373.76	388.74	426.05	429.82	411.47			3810.53		
Court	201.27	131.17	170.83	203.33	260.99	157.78	191.27	187.43	206.25	152.64			1862.96		
Assigned	2533.96	2127.26	2336.46	2641.43	2693.07	2587.57	2141.45	2441.13	2378.37	2722.61			24603.31		
Total Actual Time	7066.00	6382.00	7066.00	6839.00	7066.00	6839.00	7066.00	7066.00	6839.00	7066.00			69294.60		

Assigned Time															
Training	920.75	686.02	781.35	1008.80	1099.48	822.42	837.75	943.41	1209.62	1208.45			9518.05		
Assists	0.87	15.70	22.50	4.33	9.45	6.75	12.47	30.15	1.40	6.01			109.63		
Admin	1612.34	1425.54	1532.61	1628.29	1584.14	1758.80	1291.24	1467.57	1167.35	1508.14			14976.02		
Total	2533.96	2127.26	2336.46	2641.42	2693.07	2587.97	2141.46	2441.13	2378.37	2722.60			24603.70		

ACTIVITY OUTSIDE JURISDICTION (Included In Totals Above)															
Calls Outside our Jurisdiction	2	4	2	2	4	3	4	3	1	3			28		
Arrests Outside our Jurisdiction	0	0	0	0	0	0	0	2	0	0			2	0	0

**2024 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
COOLBAUGH TOWNSHIP**

	Enforcement													2023	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	OCT	Prior YTD
Total Calls	373	356	395	397	432	444	519	491	438	411			4256	355	4245
<i>Complaints</i>	345	340	375	387	404	419	494	462	413	380			4019	335	4010
<i>Accidents</i>	28	16	20	10	28	25	25	29	25	31			237	20	235
Criminal Arrests	17	22	14	18	21	27	22	22	31	26			220	38	263
Traffic Arrests	53	80	123	87	54	50	88	58	66	59			718	89	529
Vehicle Code Warnings	44	52	111	84	54	36	75	65	72	78			671	55	529
Ordinance Arrests	4	1	5	1	0	2	1	1	0	1			16	6	20

Hours Breakdown													
Patrol	1128.82	996.01	958.49	908.22	748.60	719.68	868.93	766.15	667.90	703.68			8466.48
Investigation	508.92	541.55	585.40	551.46	607.49	678.30	637.43	863.48	938.20	873.50			6785.73
Paperwork	111.10	115.30	158.60	128.05	152.92	158.70	151.78	185.70	203.87	217.26			1583.28
Court	52.27	32.80	60.88	39.58	69.42	46.17	73.00	41.58	86.65	50.50			552.85
Assigned	955.56	802.19	881.08	996.08	1015.56	975.52	807.54	920.55	896.88	1026.69			9277.65

Hours Actual vs Purchased													
Total Actual Time	2756.67	2487.85	2644.45	2623.39	2593.99	2578.37	2538.68	2777.46	2793.50	2871.63			26665.99
Hours Purchased	2664.59	2406.65	2664.59	2578.99	2664.59	2578.99	2664.59	2664.59	2578.99	2664.59			26131.14
Hours Over/Under	92.08	81.20	-20.14	44.40	-70.60	-0.62	-125.91	112.87	214.51	207.04			534.85

Hours Over/Under Balance YTD													
Cumulative Carry Over	-135.99												
Current O/U	-43.91	37.29	17.15	61.55	-9.04	-9.66	-135.57	-22.70	191.81	398.86			

Percentage of Hours													
% Actual	39.01%	38.98%	37.42%	38.36%	36.71%	37.70%	35.93%	39.31%	40.85%	40.64%			
% Purchased	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%			
% Over/Under	1.30%	1.27%	-0.29%	0.65%	-1.00%	-0.01%	-1.78%	1.60%	3.14%	2.93%			

**2024 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
TOBYHANNA TOWNSHIP**

Enforcement														2023	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	OCT	Prior YTD
Total Calls	239	214	270	304	258	319	363	387	293	306			2953	236	2797
<i>Complaints</i>	215	197	254	285	240	296	338	366	271	285			2747	212	2566
<i>Accidents</i>	24	17	16	19	18	23	25	21	22	21			206	24	231
Criminal Arrests	13	9	26	19	17	17	18	10	17	19			165	17	195
Traffic Arrests	35	38	76	60	64	39	62	38	47	30			489	31	459
Vehicle Code Warnings	45	73	93	59	53	75	65	50	58	36			607	26	506
Ordinance Arrests	0	3	2	0	2	0	3	10	3	1			24	4	7

Hours Breakdown															
Patrol	1018.65	1090.65	1057.83	773.70	821.72	733.00	756.04	793.06	754.40	747.12			8546.17		
Investigation	331.12	183.60	460.68	385.88	388.74	355.96	445.37	348.32	398.91	318.77			3617.35		
Paperwork	69.67	84.66	109.85	102.24	103.15	97.48	100.62	91.80	90.73	93.28			943.48		
Court	19.33	24.37	42.17	26.20	42.48	31.33	43.27	67.47	20.16	45.12			361.90		
Assigned	776.66	652.01	716.12	809.60	825.43	793.21	656.36	748.21	728.97	834.48			7541.05		

Hours Actual vs Purchased															
Total Actual Time	2215.43	2035.29	2386.65	2097.62	2181.52	2010.98	2001.66	2048.86	1993.17	2038.77			21009.95		
Hours Purchased	2165.73	1956.08	2165.73	2096.15	2165.73	2096.15	2165.73	2165.73	2096.15	2165.73			21238.92		
Hours Over/Under	49.70	79.21	220.92	1.47	15.79	-85.17	-164.07	-116.87	-102.98	-126.96			-228.97		

Hours Over/Under Balance YTD															
Cumulative Carry Over	88.34														
Current O/U	138.04	217.25	438.17	439.64	455.43	370.25	206.18	89.32	-13.67	-140.63					

Percentage of Hours															
% Actual	31.35%	31.89%	33.78%	30.67%	30.87%	29.40%	28.33%	29.00%	29.14%	28.85%					
% Purchased	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%					
% Over/Under	0.70%	1.24%	3.13%	0.02%	0.22%	-1.25%	-2.32%	-1.65%	-1.51%	-1.80%					

**2024 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
MOUNT POCONO BOROUGH**

Enforcement														2023	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	OCT	Prior YTD
Total Calls	183	140	160	162	165	193	219	163	173	182			1740	170	1842
<i>Complaints</i>	169	127	147	141	145	168	193	143	155	155			1543	149	1640
<i>Accidents</i>	14	13	13	21	20	25	26	20	18	27			197	21	202
Criminal Arrests	25	30	34	4	14	9	25	13	15	8			177	33	266
Traffic Arrests	46	30	62	73	83	36	70	58	38	61			557	46	665
Vehicle Code Warnings	33	26	55	70	84	44	90	64	61	49			576	22	580
Ordinance Arrests	3	6	0	13	6	6	10	14	11	5			74	6	67

Hours Breakdown															
Patrol	91.55	95.48	87.29	179.36	233.79	251.35	365.48	293.39	279.71	266.42			2143.82		
Investigation	261.52	189.03	284.83	155.57	201.83	179.74	234.48	200.45	190.88	177.49			2075.82		
Paperwork	54.08	76.42	79.93	34.67	70.02	50.00	73.51	61.54	74.06	49.59			623.82		
Court	104.42	41.25	33.46	96.07	111.50	50.45	39.97	50.48	69.02	36.23			632.85		
Assigned	318.01	266.97	293.23	331.50	337.98	324.79	268.75	306.36	298.49	341.69			3087.77		

Hours Actual vs Purchased															
Total Actual Time	829.58	669.15	778.74	797.17	955.12	856.33	982.19	912.22	912.16	871.42			8564.08		
Hours Purchased	886.78	800.94	886.78	858.29	886.78	858.29	886.78	886.78	858.29	886.78			8696.52		
Hours Over/Under	-57.20	-131.79	-108.04	-61.12	68.34	-1.96	95.41	25.44	53.87	-15.36			-132.44		

Hours Over/Under Balance YTD															
Cumulative Carry Over	79.52														
Current O/U	22.32	-109.47	-217.52	-278.64	-210.30	-212.27	-116.86	-91.42	-37.56	-52.92					

Percentage of Hours															
% Actual	11.74%	10.48%	11.02%	11.66%	13.52%	12.52%	13.90%	12.91%	13.34%	12.33%					
% Purchased	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%					
% Over/Under	-0.81%	-2.07%	-1.53%	-0.89%	0.97%	-0.03%	1.35%	0.36%	0.79%	-0.22%					

**2024 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
TUNKHANNOCK TOWNSHIP**

Enforcement														2023	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	OCT	Prior YTD
Total Calls	131	117	123	127	163	145	191	191	150	125			1463	118	1617
<i>Complaints</i>	121	109	117	122	152	133	175	180	135	112			1356	115	1520
<i>Accidents</i>	10	8	6	5	11	12	16	11	15	13			107	3	97
Criminal Arrests	3	9	8	1	5	6	6	16	7	7			68	5	79
Traffic Arrests	10	12	10	16	25	11	11	9	12	5			121	13	85
Vehicle Code Warnings	16	24	26	25	16	7	7	34	15	7			177	17	96
Ordinance Arrests	0	0	1	0	0	1	1	0	0	0			3	0	1

Hours Breakdown															
Patrol	165.00	196.52	158.18	203.73	184.05	157.13	467.94	264.80	157.80	158.20			2113.35		
Investigation	165.18	173.37	178.95	176.12	193.73	353.25	227.65	206.62	195.70	238.31			2108.88		
Paperwork	21.27	33.00	41.68	33.35	62.65	46.18	44.74	57.16	46.25	36.40			422.68		
Court	10.75	11.97	8.20	27.30	10.95	11.00	12.00	17.65	20.43	13.12			143.37		
Assigned	276.46	232.08	254.91	288.18	293.81	282.35	233.63	266.33	259.48	297.04			2684.27		

Hours Actual vs Purchased															
Total Actual Time	638.66	646.94	641.92	728.68	745.19	849.91	985.96	812.56	679.66	743.07			7472.55		
Hours Purchased	770.90	696.28	770.90	746.13	770.90	746.13	770.90	770.90	746.13	770.90			7560.08		
Hours Over/Under	-132.24	-49.34	-128.98	-17.45	-25.71	103.78	215.06	41.66	-66.47	-27.83			-87.53		

Hours Over/Under Balance YTD															
Cumulative Carry Over	109.09														
Current O/U	-23.15	-72.49	-201.47	-218.92	-244.63	-140.86	74.20	115.86	49.39	21.56					

Percentage of Hours															
% Actual	9.04%	10.14%	9.08%	10.65%	10.55%	12.43%	13.95%	11.50%	9.94%	10.52%					
% Purchased	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%					
% Over/Under	-1.87%	-0.77%	-1.83%	-0.26%	-0.36%	1.52%	3.04%	0.59%	-0.97%	-0.39%					

2024 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

BARRETT TOWNSHIP

Enforcement														2023	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	OCT	Prior YTD
Total Calls	77	72	84	77	106	89	107	100	82	88			882	72	829
<i>Complaints</i>	65	65	78	69	104	84	104	90	76	78			813	65	773
<i>Accidents</i>	12	7	6	8	2	5	3	10	6	10			69	7	56
Criminal Arrests	3	2	7	3	2	2	4	5	1	2			31	1	29
Traffic Arrests	7	12	6	7	2	3	21	11	17	7			93	1	66
Vehicle Code Warnings	6	10	7	16	3	2	16	15	18	5			98	6	73
Ordinance Arrests	0	0	0	1	4	0	0	1	1	0			7	0	1

Hours Breakdown															
Patrol	234.47	220.46	164.94	198.21	145.79	143.13	210.41	145.26	136.29	175.54					1774.50
Investigation	146.52	118.30	190.05	146.00	151.20	147.95	130.80	129.86	104.77	120.25					1385.70
Paperwork	22.90	9.22	42.01	17.69	46.26	21.40	18.09	29.85	14.91	14.94					237.27
Court	14.50	20.78	26.12	14.18	26.64	18.83	23.03	10.25	9.99	7.68					172.00
Assigned	207.28	174.01	191.12	216.07	220.29	211.70	175.17	199.68	194.55	222.71					2012.58

Hours Actual vs Purchased															
Total Actual Time	625.67	542.77	614.24	592.15	590.18	543.01	557.50	514.90	460.51	541.12					5582.05
Hours Purchased	578.00	522.05	578.00	559.43	578.00	559.43	578.00	578.00	559.43	578.00					5668.33
Hours Over/Under	47.67	20.72	36.24	32.72	12.18	-16.42	-20.50	-63.10	-98.92	-36.88					-86.28

Hours Over/Under Balance YTD															
Cumulative Carry Over	-141.01														
Current O/U	-93.34	-72.62	-36.38	-3.66	8.53	-7.89	-28.39	-91.49	-190.41	-227.29					

Percentage of Hours															
% Actual	8.85%	8.50%	8.69%	8.66%	8.35%	7.94%	7.89%	7.29%	6.73%	7.66%					
% Purchased	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%					
% Over/Under	0.67%	0.32%	0.51%	0.48%	0.17%	-0.24%	-0.29%	-0.89%	-1.45%	-0.52%					

2024 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

	ASSISTS													2023	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	OCT	Prior YTD
Ambulance Assists	25	15	27	21	16	28	21	29	12	24			218	21	258
Fire Assists	6	4	4	2	5	2	8	5	4	5			45	3	51
Assist to other Agencies	16	16	12	9	12	5	9	8	15	10			112	9	104
Fernridge PSP	1					1	2			2			1		
Kidder Twp PD	1	1					2						1		
Monroe County Sheriff	3	3											1		
New Jersey State Police								1	1	1			1		
Carbon County Sheriff													1		
NYPD													1		
Osceola Sheriff (Florida)													1		
Stroud PSP	3				4	1	1	1	1	1			3		

OCTOBER 2024

1 Classification of Offenses PART I 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
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	13		13	12	1
A. Firearm	41	-				
B. Knife or cutting instrument	42	-				
C. Other Dangerous Weapon	43	-			-	
D. Hands, fist, feet, etc.	44	5		5	6	-
E. Other Assaults-Not aggravated	45	8		8	6	1
05. BURGLARY Total	50	6		6	1	
A. Forcible Entry	51	3		3	1	
B. Unlawful Entry-No force	52				-	
C. Attempted forcible entry	53	3		3		
06. LARCENY - THEFT (except motor vehicle theft)	60	37	1	36	12	-
07. MOTOR VEHICLE THEFT Total	70					
A. Autos	71					
B. Trucks and Buses	72					
C. Other Vehciles	73					
09. ARSON	90	1		1		
TOTAL PART I OFFENSES	77	58	1	57	25	1

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	14	2	12		
120. Embezzlement					
130. Stolen Prop., Rec.,Possess.,Buying	1		1		
140. Vandalism	2		2		
150. Weapons, Carrying, Possess, etc.	10		10	4	
160. Prostitution and Commercialized Vice					
170. Sex Offenses (except 02 and 160)	3	1	2		
180. Drug Abuse Violations Total	12		12	5	4
Sale/mfg. 18A. Opium-Cocaine	3		3	1	
18B. Marijuana	1		1	-	
18C. Synthetic					
18D. Other					
Possession 18E. Opium-Cocaine	2		2		
18 F. Marijuana	6		6	4	4
18G. Synthetic					
18H. Other					
190. Gambling Total					
19A. Book Making					
19B. Numbers, Etc.					
19C. Other					
200. Offenses Against Family & Children	4		4	2	
210. Driving Under the Influence	5		5	2	
220. Liquor Laws					
230. Drunkenness	5	1	4	4	
240. Disorderly Conduct	51	3	48	30	4
250. Vagrancy					
260. All Other Offenses (except traffic)	54	10	44	33	
TOTAL PART II OFFENSES	162	17	145	80	8

Pocono Mountain Regional Police UCR Crime Stats
October 2024

	DEPART TOTAL	TOBY	TUNK	BORO	COOL	BAR	OUT	SRO
Homicide	0	0	0	0	0	0	0	0
Rape	1	0	0	1	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Assaults	12	2	2	1	5	2	0	1
Burglary	6	0	1	0	5	0	0	0
Larceny - Thefts	36	8	1	20	7	0	0	1
Stolen Vehicles	0	0	0	0	0	0	0	0
Arson	1	1	0	0	0	0	0	0
Forgery	1	0	0	1	0	0	0	0
Fraud	14	3	2	3	6	0	0	0
Embezzlement	0	0	0	0	0	0	0	0
Stolen Property	1	0	0	0	1	0	0	0
Vandalism	2	0	0	0	1	1	0	0
Weapons	9	6	0	0	2	1	0	1
Prostitution	0	0	0	0	0	0	0	0
Sex Offenses	2	1	0	1	0	0	0	1
Drug Violations	8	0	1	2	5	0	0	4
Gambling	0	0	0	0	0	0	0	0
Offenses Family	3	0	1	0	2	0	0	1
DUI	5	2	1	1	1	0	0	0
Liquor Laws	0	0	0	0	0	0	0	0
Drunkenness	5	3	0	1	1	0	0	0
Disorderly Conducts	45	13	8	10	12	2	0	6
All Others	54	23	8	2	15	6	0	0
UCR TOTALS	205	62	25	43	63	12	0	15

Domestics	82	16	6	8	49	3	0	0
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MOUNT POCONO BOROUGH
Larceny - Thefts Breakdown 2024

	TOTAL	RESIDENTIAL	COMMERCIAL
January	23	3	20
February	13	0	13
March	17	0	17
April	6	0	6
May	5	1	4
June	15	3	12
July	11	1	10
August	7	0	7
September	8	0	8
October	20	1	19
November	0		
December	0		
2024 Total	125	9	116



**Pocono Mountain Regional
Emergency Medical Services**

“Excellence, Honor, and Compassion”

Coolbaugh Township EMS Activity		October 2024		
Total Coolbaugh Calls October 2024: 270		Total PMREMS Calls October 2024: 602		
Total Coolbaugh Calls QTD: 785		Total PMREMS Calls QTD: 1,839		
Total Coolbaugh Calls YTD: 2,053		Total PMREMS Calls YTD: 5,159		
		August	September	October
Non-Emergency Transports		54	50	90
Calls Lost to Mutual aid		51	48	44
Calls Picked Up from Mutual Aid		29	33	34

Fire Company: **Gouldsboro Vol Fire Co**

Month: October 2024

Total Monthly Calls: 13

Total Calls YTD: 171

Total dispatched in Coolbaugh MTD: 3

Total dispatched in Coolbaugh YTD: 37

Total Mutual Aid Calls to Other Townships: 5

Total Man Hours (Calls) Month: 67.5

Total Man Hours (Calls) YTD: 518

Training Hours Month: 118

Training Hours YTD: 1009.5

Total Man Hours Business Month: 782.5

Total Man Hours Business YTD: 8195.5

Total Hours MTD: 968

Total Hours YTD: 9723

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	
Dwelling Fire	
Fire, other	
Extrication	
Hazmat	
Lift Assist/EMS Assist/ Medivac Landing	1
Mutual Aide	5
CO Alarm/Investigation	
Odor Investigation - remove smoke	1
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	2
Vehicle Accident	2
Vehicle Fire	2
Wires Down/ Tree on Wires/ Tree Across Road	
Special Type of incident -Water	
Other	
Total Calls per Month	13

Average #firefighters per call: 5.5

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

Coolbaugh Township Municipal Building

Attn: Erin Masker

5520 Municipal Drive

Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.



Pocono Mountain Public Library

~Serving Coolbaugh Township & Mount Pocono Borough since 1975~

Services to Patrons in 2024:

<u>LIBRARY SERVICE</u>	<u>2024 OCT</u>	<u>2024 To Date</u>	<u>2023 YEAR END</u>
Circulations	1,593	15,019	18,047
E-Books—All Platforms	229	3,343	3,396
Gate Count	2,077	17,730	19,639
Wi-Fi Usage	2,408	15,782	14,015
Computer Use	127	1,060	1,379
Printing, Faxing, Scanning	292	3,146	3,149
Essential Documents	32	378	154
Reference & Computer Help	849	6,755	7,153
Social Interactions (10 min+)	137	1,808	1,982
Kids Programs & Outreach	12	89	225
Kids Program Attendance	318	1,922	2,046
Adult & Teen Programs & Outreach	7	104	129
Adult & Teen Attendance	67	820	1,105
YouTube Channel Video Views	495	4,414	8,365
Website Views	1,509	13,858	14,760
New Patron Cards	38	295	290

BASKET OF CHEER
Raffle



Drawing December 19, 2024!

Winner receives a Deluxe Holiday Basket of Cheer with beverages and treats. Additional baskets are drawn for 2nd, 3rd & 4th place tickets

Tickets 1 for \$5 3 for \$10 5 for \$15 8 for \$20

More information available by scanning the code.



4



Civil Engineers & Surveyors
P.O. Box 639, 863 Interchange Road, Suite 101
Kresgeville, PA 18333
(610) 681-5233 | Fax: (610) 681-5248

November 12, 2024

COOL-20-023

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

**RE: RAY PRICE JEEP
REQUEST FOR RELEASE OF FINANCIAL SECURITY**

Dear Board Members:

In response to Item **No. 1** in the attached email from Christopher McDermott to Erin Masker (Attachment #1), Erin and I have reviewed the history and files, and a site inspection was made on November 6, 2024, to determine the condition of the required improvements. The following are our findings:

1. The Township letter (Attachment #2) dated June 23, 2023, stated that a reduction in the escrow account by \$120,313.23, from \$289,270.99 to \$168,957.76 (the amount of the 15%, 18 months maintenance security) had been approved, conditioned upon the execution of an indemnification agreement for a driveway which had been relocated during construction. However, it is my understanding that the reduction of the escrow account was not made because the indemnification agreement was not finalized. Therefore, the current balance of the escrow account remains at \$289,270.99.
2. The 18 months maintenance period will conclude on or about December 20, 2024. It was observed that the required improvements have remained in satisfactory condition, except that the striping of the customer parking spaces near the main entrance should be painted/repainted.
3. Item No. 1 in the Christopher McDermott email requests a full release of the financial security of \$168,957.76 at the end of the maintenance period. However, this amount should be \$289,270.99 because the previously approved \$120,313.23 reduction was never made.
4. An indemnification agreement has not been executed. As an alternative, Reilly Associates has provided a letter (Attachment #3), dated April 10, 2024, to Solicitor Armstrong, to explain the rationale for the relocation of the driveway. It was noted during the inspection that the driveway centerline striping has been repainted.

RAY PRICE JEEP

The following recommendations are offered:

- A. The issue of the relocated driveway/indemnification agreement must be resolved.
- B. The customer parking spaces should be painted/repainted.
- C. Then, the full amount of the remaining financial security, \$289,270.99 plus accrued interest, can be released.

Please let me know if you would like to discuss any of the above in more detail.

Sincerely,

KEYSTONE CONSULTING ENGINEERS, INC.



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

Attachments

Copy: Christopher P. McDermott, P.E., Reilly Associates (via email)
Patrick M. Armstrong, Esquire (via email)

From: Christopher McDermott <cmcdermott@reillyengineering.com>
Sent: Wednesday, October 30, 2024 3:21 PM
To: Erin Masker <emasker@coolbaughtwp.org>
Cc: William B. Cramer Esquire (wbcramer@csmjlawyer.com) <wbcramer@csmjlawyer.com>
Subject: Re :Ray Price Jeep and Ford dealerships

Erin,

I know you are away until next week, so when you able please respond to the following .

1. On Behalf of Center Rock Realty(Ray Price) We will be requesting release of maintenance security related to the Jeep dealership, I believe the maintenance period will be up early December so I was hoping to place request on the supervisors November agenda so that they can act and you can release security when maintenance period expires on December 16th. The amount would be \$168,957.56. I have attached your last corrspondance regarding that security. Please let me know which meeting that it could be considered.
2. In regard to the Ford Dealership I understand that there are some remaining security funds in place. Can you provide the amount and items that were secured as Center Rock would also like to have that security released.

Thank s
Please let me know.
Chris

Christopher P. McDermott P.E.

Reilly Associates

(570) 421-7320 Work

(570) 350-3412 Moblle

(570) 421-7230 Fax

cmcdermott@reillyengineering.com

411 Main Street Suite 102D

Stroudsburg PA 18360

Attachment #1



COOLBAUGH TOWNSHIP Board of Supervisors

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

June 23, 2023

SENT VIA CERTIFIED MAIL/ RETURN RECEIPT REQUESTED & REGULAR MAIL

Center Rock Realty Company
PO Box 190
Mount Pocono, PA 18344

Reilly Associates
PO Box 667
Stroudsburg, PA 18360

Re: Ray Price Mount Pocono Jeep Land Development Financial Security Release, No. 2, as of 6/9/23.

Dear Mr. Price,

At its regular meeting held on Tuesday, June 20, 2023, the Coolbaugh Township Board of Supervisors conditionally approved a portion of your request dated June 9, 2023 for a partial release of the financial security for the Ray Price Mount Pocono Jeep Land Development Plan. The approved partial reduction will reduce the current amount of the above-referenced financial security, which consists of a Cash Escrow Account, from a balance of \$289,270.99 to a new balance of \$168,957.76. The Cash Escrow Account, after the partial release, will have a balance of \$168,957.76 which will be retained for the duration of the maintenance period.

Attached you will find a copy of the Reduction Request #2 dated June 9, 2023, as well as a copy of the Township Engineer's letter dated June 16, 2023, verifying the engineer's certification of completed work. The partial release of financial security is contingent and conditioned upon the applicant entering into an indemnification agreement which is being required of the applicant to indemnify Coolbaugh Township from any cause of action, injury, property damage and/or Penn DOT requirements/orders relating to the relocation of the internal driveway. Subsequent to the applicant executing an indemnification agreement, which will be prepared by the Township Solicitor, the release of funds in accordance with the above approval will be issued in the amount of \$120,313.23.

Thank you for your attention to the foregoing. Please contact my office with any questions or comments that you may have.

Sincerely,
Coolbaugh Township Board of Supervisors

Erin Masker
Township Secretary/Administrative Assistant

cc: Board of Supervisors-via email
Patrick Armstrong, Solicitor- via email
Russell Kresge, Township Engineer- via email
Meredith Thompson, Business Manager- via email
Darren Dixon, Controller- via email
Patricia Rosendale, Treasurer- via email

Attachment #2



April 10, 2024

Grim, Biehn, & Thatcher
Attn: Mr. Patrick Armstrong – via email
104 South 6th Street
P.O. Box 215
Perkasie, PA 18944

RE: Ray Price Jeep-Mount Pocono, PA
Coolbaugh Township

Dear Patrick,

I am writing on behalf of Center Rock Realty, developer/owner of Ray Price Jeep. Coolbaugh Township approved the Land Development Plan in 2022, and improvements were constructed and completed in 2022 and 2023. The As-Built Plans have been provided to the Township, showing substantial compliance with the approved plans. The most significant deviation from the approved plan was the location of the internal access point to the Jeep dealership. It was shifted westward approximately 40 feet to provide more direct (alignment) with the dealership's service door(s). The shift does not affect the number of parking spaces, and its location meets Township standards; the internal drive is accessed from the existing driveway (old Hay Rd.) entrance located along Route 940. The alignment is:

- In compliance with Township setbacks.
- Has adequate sight distance.
- Located outside PennDOT ROW.
- Located over 50 feet from the Route 940 travel way, which is beyond the distance PennDOT considers for control of driveway traffic, no PennDOT approval is required.
- Per discussion with Russell Kresge (Township Engineer), the Applicant agrees to re-paint the center line stripping of the driveway from Route 940 and maintain (the stop sign and Right Turn Out Only) signage at the exit onto Route 940.

Considering the above, we request that the internal access drive be accepted as documented by the As-Built Plan.

Ray Price Jeep
April 10, 2024
Page 2 of 2



Sincerely,
REILLY ASSOCIATES

Handwritten signature of Christopher P. McDermott.

Christopher P. McDermott, P.E.
Office Director/Senior Project Manager

CPM/dac

W:\19110-00 Ray Price Jeep LDP\Correspondence\2024-04-10 Ltr to Patrick Armstrong.doc.docx

cc: Ray Price
Walter Price
William Cramer, Esquire
Russell Kresge, PE – Township Engineer

5



Civil Engineers & Surveyors
P.O. Box 639, 863 Interchange Road, Suite 101
Kresgeville, PA 18333
(610) 681-5233 | Fax: (610) 681-5248

November 12, 2024

COOL-20-023

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

**RE: RAY PRICE FORD
REQUEST FOR RELEASE OF FINANCIAL SECURITY**

Dear Board Members:

In response to Item **No. 2** in the attached email from Christopher McDermott to Erin Masker (Attachment #1), Erin and I have reviewed the history and files, and a site inspection was made on November 6, 2024, to determine the status of the previously incomplete required improvements. The following are our findings:

1. The Sewage Management Agreement (Attachment #2) from 2015 includes a requirement in Paragraph No. 6 that 50% of the total cost of the sewage disposal be provided as a maintenance guarantee for the first 2 years of operation, after which it can be reduced to 10% of the total cost as a permanent guarantee.

The check attached to the agreement is in the amount of \$42,000, which would indicate a total construction cost of \$84,000. It appears that the amount of the guarantee should be immediately reduced from \$42,000 to \$8,400 (10%), if the sewage disposal system is functioning properly. I have contacted the Sewage Enforcement Officer for a determination.

2. In addition, there were two required improvements from the land development which had not been completed at the time of the last reduction of the letter of credit securing their completion. My email (Attachment #3) from August 23, 2017, states that the emergency generator for the stormwater pumps and the stormwater basin fence had not been completed at that time. These two improvements are also included in Sheet 2 of 3 of the engineer's construction cost estimate (Attachment #4), with a total estimated cost of \$23,000; it is my understanding that a cash escrow was provided in the amount of \$22,500.

Upon inspection of the site, it was observed that the stormwater basin fence has been completed, but that an emergency generator for the stormwater pumps has not been installed.

RAY PRICE FORD

The following recommendations are offered:

- A. After a positive report on the sewage disposal system from the Sewage Enforcement Officer, the amount of the maintenance guarantee should be reduced to \$8,400.
- B. Upon installation of an emergency generator for the stormwater pumps, the land development escrow can be released in the full amount of \$22,500 plus accrued interest.

Please let me know if you would like to discuss any of the above in more detail.

Sincerely,

KEYSTONE CONSULTING ENGINEERS, INC.



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

Attachments

Copy: Christopher P. McDermott, P.E., Reilly Associates (via email)
Patrick M. Armstrong, Esquire (via email)
Jake Schray, S.E.O. (via email)

6

MUNICIPALITY/AUTHORITY RESOLUTION

Resolution #14-2024

BE IT RESOLVED by authority of the Board of Supervisors
(Governing Body- Borough Council, Board of Supervisors, etc.)

of the Coolbaugh Township, Monroe County, and it is
(Municipality) (County)

hereby resolved by authority of the same, that the _____ of
(Title of Designated Official)

said Municipality/Authority be authorized and directed to sign the attached Agreement

on its behalf and the _____ be authorized
(Title of Designated Official)

and directed to attest the same.

ATTEST:

Coolbaugh Township
(Name of Municipality)

(Signature)

BY _____
(Signature)

(Name and Title)

(Name and Title)

I, _____, of the Coolbaugh Township Board of Supervisors,
(Name and Title)

do hereby certify that the forgoing is a true and correct copy of the Resolution adopted

at a regular meeting of the Coolbaugh Township Board of Supervisors held the

_____ day of _____, 20__.

Date: _____, _____
(Signature and Title)

(SEAL)

7

Township of Coolbaugh
Monroe County
Resolution # 15-2024

A RESOLUTION OF THE BOARD OF SUPERVISORS OF COOLBAUGH TOWNSHIP (THE "BOARD") APPROVING THE PROPOSED 2025 BUDGET OF THE POCONO MOUNTAIN REGIONAL POLICE COMMISSION.

WHEREAS, the proposed 2025 budget of the Pocono Mountain Regional Police Commission amounts to a total of \$8,664,294.13; and,

WHEREAS, of the total proposed 2025 budget of the Pocono Mountain Regional Police Commission, the Coolbaugh Township commitment for police services for 2025 is \$3,266,980.41; and,

WHEREAS, Coolbaugh Township agrees to and will pay its above-referenced commitment for police services in twelve (12) equal monthly payments of \$272,248.37 for the year 2025; and,

WHEREAS, Coolbaugh Township further agrees to satisfy its uniform and non-uniform MMO as set forth in the 2025 budget of the Pocono Mountain Regional Police Commission.

NOW THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Coolbaugh Township as follows:

1. The Board of Supervisors of Coolbaugh Township hereby approves the proposed 2025 budget of the Pocono Mountain Regional Police Commission in the total amount of \$8,664,294.13.

2. The Board of Supervisors of Coolbaugh Township hereby approves and confirms its 2025 commitment of \$3,266,980.41 for police services to be paid in monthly payments of \$272,248.37, plus its uniform and non-uniform MMO during 2025 if the budget is approved, as set forth in the proposed 2025 budget of the Pocono Mountain Regional Police Commission.

RESOLVED AND ENACTED, this _____ day of _____, 2024.

**BOARD OF SUPERVISORS OF
COOLBAUGH TOWNSHIP**

William Weimer, Chairman

Cara Rogan, Vice-Chairman

Clare Colgan, Supervisor

Alma I. Ruiz-Smith, Supervisor

ATTEST:

Erin Masker, Township Secretary

Lynn Kelly, Supervisor

**2025
BUDGET DRAFT II (b)**

	2025 BUDGET		
	2025 BUDGET	2024 BUDGET	Budget Difference
Estimated Carryover used \$ 349,000.00	8,664,294.13	8,190,614.00	473,680.13
40 officers			
40 Ofc x 40 Hours/Ofc = Total Hours per Week	1,600.00	1,600.00	-
Divided by 1 Unit of Service = Total Units of	160.00	160.00	-
Revenue Adjusted Budget/Total Unit of Service = Cost/Unit	54,151.84	51,191.34	2,960.50
MOUNT POCONO			
Level of Service Demanded/1Unit of Service =	12.55%	12.55%	
Cost/Unit x Units of Service = Total Cost/Mt.	20.08 1,087,368.91	20.08 1,027,922.06	59,446.86
TOBYHANNA TOWNSHIP			
Level of Service Demanded/1Unit of Service =	30.65%	30.65%	
Cost/Unit x Units of Service = Total	49.05 2,656,147.67	49.05 2,510,935.10	145,212.56
TUNKHANNOCK TOWNSHIP			
Level of Service Demanded/1Unit of Service =	10.91%	10.91%	
Cost/Unit x Units of Service = Total	17.45 944,949.58	17.45 893,288.84	51,660.74
COOLBAUGH TOWNSHIP			
Level of Service Demanded/1Unit of Service =	37.71%	37.71%	
Cost/Unit x Units of Service = Total	60.33 3,266,980.41	60.33 3,088,373.39	178,607.01
BARRETT TOWNSHIP			
Level of Service Demanded/1Unit of Service =	8.18%	8.18%	
Cost/Unit x Units of Service = Total	13.09 708,847.56	13.09 670,094.61	38,752.96
	160.00 8,664,294.13	160.00 8,190,614.00	5.47%

**PMRPD 01 General Fund
Budget vs. Actual
January through December 2024**

ACTUAL TOTAL 2024

	Jan-June	EST ACTUAL Jan-Dec 24	Budget	\$ Over Budget	% of Budget	2025
Income						349,000.00
341.000 · Interest Earnings	67,461.79	67,461.79	10,000.00	57,461.79	674.62%	15,000.00
351.000 · Grant - COPS	28,483.56	56,102.79		56,102.79		
351.010 · Grant - BPV	6,206.20	6,206.20		6,206.20		0.00
354.020 · Grant - PENN DOT-SO	6,082.58	9,471.18	12,000.00	-2,528.82	78.93%	12,000.00
354.030 · DUI Checkpoint	669.48	669.48	12,000.00	-11,330.52	5.58%	12,000.00
354.190 · DEA OT REIMBURSEMENT	7,502.88	18,865.88	12,360.00	6,505.88	152.64%	12,000.00
354.200 · Task Force - OT	0.00	0.00	12,000.00	-12,000.00	0.0%	10,000.00
354.210 · Task Force - SS	0.00	0.00	744.00	-744.00	0.0%	744.00
354.220 · Task Force - Fmed	0.00	0.00	174.00	-174.00	0.0%	174.00
355.001 · Police MMO - Tobyhanna	0.00	140,982.00	140,982.00	0.00	100.0%	211,834.00
355.002 · Police MMO - Mt. Pocono	0.00	57,727.00	57,727.00	0.00	100.0%	86,738.00
355.003 · Police MMO - Tunkhannock	0.00	50,183.00	50,183.00	0.00	100.0%	75,403.00
355.004 · Police MMO - Coolbaugh	0.00	173,456.00	173,456.00	0.00	100.0%	260,628.00
355.005 · Police-MMO-Barrett	0.00	37,626.00	37,626.00	0.00	100.0%	56,535.00
356.001 · Non-Uniform MMO - Tobyhanna	0.00	3,507.00	3,507.00	0.00	100.0%	3,654.00
356.002 · Non-Uniform MMO - Mt. Pocono	0.00	1,436.00	1,436.00	0.00	100.0%	1,496.00
356.003 · Non-Uniform MMO - Tunkhannock	0.00	1,248.00	1,248.00	0.00	100.0%	1,301.00
356.004 · Non-Uniform MMO - Coolbaugh	0.00	4,315.00	4,315.00	0.00	100.0%	4,496.00
356.005 · Non-Uniform MMO - Barrett	0.00	936.00	936.00	0.00	100.0%	975.00
357.000 · SRO Services - PMSD	0.00	472,885.00	472,885.00	0.00	100.0%	623,746.87
357.100 · Other School Charges	10,681.19	17,719.79	5,000.00	12,719.79	354.4%	7,500.00
358.001 · Police Services - Tobyhanna	829,857.47	2,496,909.38	2,510,935.10	-14,025.72	99.44%	
358.002 · Police Services - Mt. Pocono	506,840.13	1,013,896.34	1,027,922.06	-14,025.72	98.64%	
358.003 · Police Services - Tunkhannock	446,644.42	893,288.84	893,288.84	0.00	100.0%	
358.004 · Police Services - Coolbaugh	1,529,944.92	3,060,322.00	3,088,373.39	-28,051.39	99.09%	
358.005 · Police Services - Barrett	335,072.32	670,094.61	670,094.61	0.00	100.0%	
362.110 · Report Fees	5,346.50	11,586.50	12,000.00	-413.50	96.55%	12,000.00
380.100 · Miscellaneous Revenue	496.31	546.31				
380.110 · Police Testing Fees	3,485.00	3,485.00	4,200.00	-715.00	82.98%	4,000.00
380.190 · Extra Duty Services	3,122.18	10,813.15	12,000.00	-1,186.85	90.11%	12,000.00
380.200 · Insurance Proceeds	76,490.85	76,490.85	75,000.00	1,490.85	101.99%	75,000.00
386.100 · Sale of Fixed Assets	28,186.00	39,786.00	10,000.00	29,786.00	397.86%	10,000.00
392.005 · Transfers from Grant Fund	4,800.00	4,800.00		4,800.00		0.00
Total Income	3,897,373.78	9,402,817.09	9,312,393.00	90,424.09	100.97%	1,858,224.87

**PMRPD 01 General Fund
Budget vs. Actual
January through December 2024**

Expense	ACTUAL TOTAL	2024				2025
	Jan-June	EST ACTUAL Jan-Dec 24	Budget	\$ Over Budget	% of Budget	
405.130 · Salary - Executive Assistant	38,526.88	81,676.98	80,136.00	1,540.98	101.92%	84,944.00
405.140 · Wages - Secretary	86,078.68	191,765.36	197,559.00	-5,793.64	97.07%	278,875.00
405.150 · Office-Insurance-Blue Cross	61,326.21	122,935.59	123,219.00	-283.41	99.77%	124,470.00
405.152 · Office-Insurance-Dental	1,733.88	3,467.76	3,468.00	-0.24	99.99%	3,745.00
405.154 · Office-Insurance-Disability	861.19	1,789.87	1,871.00	-81.13	95.66%	2,196.00
405.155 · Office-Insurance-Vision	249.78	499.56	500.00	-0.44	99.91%	500.00
405.158 · Office-Insurance-Life	348.05	722.45	749.00	-26.55	96.46%	874.00
405.160 · Office-FICA Medicare	1,924.23	4,082.33	4,092.00	-9.67	99.76%	5,341.00
405.161 · Office-FICA Social Security	8,227.80	17,455.58	17,496.00	-40.42	99.77%	22,835.00
405.162 · Office-Insurance-Unemployment	1,425.00	1,425.00	1,425.00	0.00	100.0%	1,710.00
405.172 · Office - Annual Leave	0.00	0.00	0.00	0.00	0.0%	0.00
405.180 · Office - PILI	0.00	0.00	0.00	0.00	0.0%	0.00
405.183 · Office-Regular Overtime	0.00	0.00	500.00	-500.00	0.0%	500.00
405.198 · Non-Uniform Pension W/D	0.00	0.00	0.00	0.00	0.0%	0.00
405.310 · Consulting Services	1,972.08	3,472.08	5,000.00	-1,527.92	69.44%	3,750.00
405.311 · Independent Audit	0.00	14,000.00	16,223.00	-2,223.00	86.3%	20,710.00
405.312 · Equipment Inventory Audit	0.00	0.00	299.00	-299.00	0.0%	0.00
405.354 · Office-Insurance-Workers Comp	595.00	595.00	595.00	0.00	100.0%	625.00
405.461 · Office-Seminars & Training	1,999.87	3,074.87	3,500.00	-425.13	87.85%	3,500.00
405.471 · Actuarial Svcs/Non-Uniform	2,400.00	2,400.00	2,333.00	67.00	102.87%	2,472.00
405.472 · Retirement Plan	4,000.00	4,000.00	4,000.00	0.00	100.0%	4,000.00
409.141 · Wages - Cleaning	7,197.93	15,066.43	15,875.00	-808.57	94.91%	19,843.00
409.142 · Wages - Mechanic	8,747.40	18,483.04	17,890.00	593.04	103.32%	18,970.00
409.157 · Health Care Reform Fees	312.34	312.34	306.00	6.34	102.07%	328.00
409.160 · General-FICA Medicare	238.00	489.64	490.00	-0.36	99.93%	563.00
409.161 · General-FICA Social Security	1,017.72	2,093.75	2,095.00	-1.25	99.94%	2,500.00
409.162 · General-Insurance-Unemployment	467.80	467.80	570.00	-102.20	82.07%	570.00
409.210 · Office Supplies	854.07	2,345.41	2,346.00	-0.59	99.98%	2,346.00
409.213 · Office Equipment	0.00	1,500.00	1,500.00	0.00	100.0%	1,500.00
409.220 · Operating Expense	13,551.61	30,324.18	28,538.00	1,786.18	106.26%	29,965.00
409.230 · Heat - Propane	3,528.80	7,628.80	8,400.00	-771.20	90.82%	8,820.00
409.300 · Public Relations	2,610.75	6,335.75	6,335.00	0.75	100.01%	6,335.00
409.301 · Bank Service Charges	0.00	5.00	50.00	-45.00	10.0%	50.00
409.314 · Legal Services	12,969.14	34,569.54	36,473.00	-1,903.46	94.78%	35,000.00

**PMRPD 01 General Fund
Budget vs. Actual
January through December 2024**

	ACTUAL TOTAL	2024				2025
	Jan-June	EST ACTUAL Jan-Dec 24	Budget	\$ Over Budget	% of Budget	
409.315 · Payroll Service	4,365.05	8,679.58	12,650.00	-3,970.42	68.61%	12,650.00
409.316 · Testing Services	5,913.62	6,913.62	7,143.00	-229.38	96.79%	6,000.00
409.321 · Telephone	14,321.51	28,815.73	33,700.00	-4,884.27	85.51%	30,500.00
409.322 · Internet Service	9,913.02	20,772.12	20,835.00	-62.88	99.7%	21,877.00
409.323 · Computer Air Cards/GPS	4,284.76	8,560.78	10,080.00	-1,519.22	84.93%	10,080.00
409.325 · Postage	853.65	1,273.74	1,300.00	-26.26	97.98%	1,300.00
409.341 · Advertising	3,448.99	3,948.99	5,000.00	-1,051.01	78.98%	5,000.00
409.351 · Insurance-Commercial Package	13,578.77	17,452.77	17,010.00	442.77	102.6%	18,325.00
409.352 · Insurance-Public Officials	11,103.70	19,087.70	22,622.00	-3,534.30	84.38%	22,622.00
409.353 · Insurance-Bonding	250.00	558.00	284.00	274.00	196.48%	558.00
409.354 · General-Insurance-Workers Comp	168.00	168.00	168.00	0.00	100.0%	176.00
409.361 · Electric	14,233.75	30,715.59	20,090.00	10,625.59	152.89%	32,251.00
409.368 · Trash Collection	666.00	1,332.00	1,378.00	-46.00	96.66%	1,419.00
409.370 · Building Repairs & Maintenance	35,186.73	71,213.41	71,213.00	0.41	100.0%	71,213.00
409.384 · Lease-Operating	4,738.00	6,291.80	6,583.00	-291.20	95.58%	6,780.00
409.420 · Dues & Subscriptions	11,482.17	27,952.34	15,000.00	12,952.34	186.35%	54,000.00
409.450 · Cleaning Service	0.00	0.00	15,600.00	-15,600.00	0.0%	2,000.00
409.453 · Svc Contract-Elevator	495.99	735.99	2,293.00	-1,557.01	32.1%	2,293.00
409.454 · Svc Contract-Fire Protection	865.45	965.45	941.00	24.45	102.6%	941.00
409.455 · Svc Contract-Snow/Ice Removal	5,997.60	8,554.60	8,555.00	-0.40	100.0%	8,555.00
409.456 · Svc Contract-Lawn Care	800.00	2,000.00	2,067.00	-67.00	96.76%	2,060.00
409.457 · Svc Contract-Heat/AC	2,288.00	4,576.00	4,885.00	-309.00	93.68%	5,130.00
409.458 · Svc Contract-Emerg. Generator	1,527.84	1,527.84	1,300.00	227.84	117.53%	1,681.00
409.459 · Svc Contract-Pest Control	506.04	1,012.08	980.00	32.08	103.27%	1,042.00
409.460 · Svc Contract-Phone System	1,200.00	1,200.00	1,272.00	-72.00	94.34%	1,272.00
409.461 · Svc Contract-Alarm Monitoring	360.00	360.00	382.00	-22.00	94.24%	382.00
409.463 · Computer IT Services	12,013.53	12,013.53	74,200.00	-62,186.47	16.19%	74,200.00
409.750 · Capital Purchases	4,793.08	4,793.08	5,000.00	-206.92	95.86%	5,000.00
410.121 · Salary - Chief of Police	68,808.13	145,873.33	143,121.00	2,752.33	101.92%	151,708.00
410.122 · Salary - Lieutenants	119,910.26	254,208.82	249,414.00	4,794.82	101.92%	264,378.00
410.130 · Wages - Sergeants	193,810.08	411,739.28	404,748.00	6,991.28	101.73%	428,908.00
410.131 · Wages - Corporals	181,114.56	388,890.32	386,548.00	2,342.32	100.61%	409,616.00
410.132 · Wages - Officers	1,326,078.39	2,857,138.32	3,345,633.00	-488,494.68	85.4%	3,555,393.00
410.150 · Police-Insurance-Blue Cross	500,955.73	1,065,144.98	1,044,695.00	20,449.98	101.96%	1,087,850.00
410.152 · Police-Insurance-Dental	14,144.43	30,459.95	34,249.00	-3,789.05	88.94%	31,998.00

**PMRPD 01 General Fund
Budget vs. Actual
January through December 2024**

	ACTUAL TOTAL		2024			2025
	Jan-June	EST ACTUAL Jan-Dec 24	Budget	\$ Over Budget	% of Budget	
410.154 · Police-Insurance-Disability	8,624.70	17,216.10	20,094.00	-2,877.90	85.68%	20,094.00
410.155 · Police-Insurance-Vision	2,020.81	4,370.98	4,649.00	-278.02	94.02%	4,172.00
410.158 · Police-Insurance-Life	5,761.60	11,502.40	12,480.00	-977.60	92.17%	12,480.00
410.160 · Police-FICA Medicare	33,724.74	65,486.44	75,576.00	-10,089.56	86.65%	79,844.00
410.161 · Police-FICA Social Security	144,202.17	284,824.56	323,153.00	-38,328.44	88.14%	399,685.00
410.162 · Police-Insurance-Unemployment	12,540.00	13,395.00	13,965.00	-570.00	95.92%	13,680.00
410.172 · Police - Annual Leave	65,403.29	65,403.29	36,400.00	29,003.29	179.68%	25,806.00
410.180 · Police - PILI	53,530.62	98,112.62	92,183.00	5,929.62	106.43%	109,521.00
410.182 · Longevity	36,300.00	52,300.00	52,300.00	0.00	100.0%	53,200.00
410.183 · Police-OT Regular	85,765.34	205,576.89	185,380.00	20,196.89	110.9%	194,649.00
410.184 · Police-OT-Smooth Operator	9,346.62	14,094.97	12,000.00	2,094.97	117.46%	12,000.00
410.185 · Police-OT-Task Force	1,773.49	7,016.65	12,000.00	-4,983.35	58.47%	12,000.00
410.186 · Police-OT-DUI Checkpoint	669.42	1,614.30	12,000.00	-10,385.70	13.45%	12,000.00
410.187 · Police-Holiday Pay	80,169.12	135,241.28	147,908.00	-12,666.72	91.44%	156,782.00
410.188 · Police-OT Court	24,975.53	61,124.00	89,892.00	-28,768.00	68.0%	89,892.00
410.189 · Police-OT-DEA	9,214.62	18,577.62	2,360.00	16,217.62	787.19%	12,000.00
410.231 · Vehicle Fuel	33,851.38	146,018.00	146,018.00	0.00	100.0%	153,319.00
410.237 · Police-Clothing Allowance	1,880.44	8,678.70	8,800.00	-121.30	98.62%	8,800.00
410.238 · Police-Uniforms	20,447.55	36,417.49	40,545.00	-4,127.51	89.82%	36,500.00
410.242 · Weapons & Ammunition	27,865.86	34,580.00	34,580.00	0.00	100.0%	35,617.00
410.243 · SWAT Expenses	3,646.75	12,700.00	12,700.00	0.00	100.0%	18,000.00
410.250 · Vehicle Repairs	11,207.29	16,746.00	16,636.00	110.00	100.66%	17,135.00
410.251 · Vehicle Misc. Maint. & Supplies	12,719.07	23,895.51	22,985.00	910.51	103.96%	25,090.00
410.252 · Vehicle Tires	989.50	19,107.00	19,107.00	0.00	100.0%	19,107.00
410.260 · Fitness Equipment	0.00	2,000.00	2,000.00	0.00	100.0%	2,000.00
410.316 · Computer Support	26,333.91	28,335.95	40,701.00	-12,365.05	69.62%	42,736.00
410.327 · Radio Equip. Repair & Maint.	1,555.75	1,555.75	2,871.00	-1,315.25	54.19%	2,500.00
410.328 · Equip. Transfer & Striping(New)	3,865.29	3,865.29	2,800.00	1,065.29	138.05%	4,400.00
410.329 · Control Center Services	157,304.84	314,610.00	314,610.00	0.00	100.0%	346,071.00
410.333 · Towing	0.00	0.00	200.00	-200.00	0.0%	200.00
410.342 · Printing	144.00	744.00	1,335.00	-591.00	55.73%	1,335.00
410.350 · Insurance-Automobile	34,717.00	63,393.70	56,225.00	7,168.70	112.75%	66,563.00
410.352 · Insurance-Police Liability	16,869.90	30,730.07	27,658.00	3,072.07	111.11%	32,266.00
410.354 · Police-Insurance-Workers Comp	85,458.00	259,891.00	314,658.00	-54,767.00	82.6%	330,391.00
410.386 · Capital Lease-Vehicles	103,774.98	251,071.22	262,815.00	-11,743.78	95.53%	286,009.00

**PMRPD 01 General Fund
Budget vs. Actual
January through December 2024**

	ACTUAL TOTAL		2024			2025
	Jan-June	EST ACTUAL Jan-Dec 24	Budget	\$ Over Budget	% of Budget	
410.387 · Vehicle Purchases	0.00	0.00		0.00		0.00
410.460 · Academy Training Expenses	1,853.28	36,120.38	36,120.00	0.38	100.0%	36,120.00
410.461 · Police-Seminars & Training	23,003.45	29,994.04	30,000.00	-5.96	99.98%	30,000.00
410.462 · Police-Tuition Reimbursement	0.00	0.00	25,000.00	-25,000.00	0.0%	25,000.00
410.464 · K9 Supplies	2,801.49	3,806.22		3,806.22		
410.465 · Bike Patrol Equipment	2,788.91	2,788.91		2,788.91		
410.740 · Police Vehicles Equipped	23,000.00	23,000.00		23,000.00		
492.090 · Transfer to Prescription Fund	0.00	15,500.00	15,500.00	0.00	100.0%	15,500.00
492.300 · Transfer to Capital Reserve	0.00	60,000.00	60,000.00	0.00	100.0%	60,000.00
492.600 · Transfer to Police Pension Fund	0.00	459,974.00	459,974.00	0.00	100.0%	691,138.00
492.650 · Transfer to Non-Uniform Pension	0.00	11,443.00	11,443.00	0.00	100.0%	11,922.00
Total Expense	4,003,441.75	8,970,737.18	9,612,393.00	-641,655.82	93.33%	10,522,519.00
Net Ordinary Income	-106,067.97	432,079.91	-300,000.00	732,079.91	-144.03%	-8,664,294.13
Net Income	-106,067.97	432,079.91	-300,000.00	732,079.91	-144.03%	

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A Pocono Country Place Property Owners Association

112 Recreation Drive Tobyhanna, PA 18466-9599

November 6, 2024

Board of Supervisors
Coolbaugh Township
5550 Memorial Boulevard
Tobyhanna, Pennsylvania 18466

RE: Neighborhood Watch Committee Funds

Dear Coolbaugh Township Supervisors:

I am respectfully requesting \$250.00 for our Neighborhood Watch Program and the efforts of the Volunteers of A Pocono Country Place Property Owners Association, POA.

I understand that funds may be available to assist the program we run. I thank you for continuing to support our volunteers and mission.

Should you have any further questions, please do not hesitate to contact me directly.

Sincerely,

Cathleen M. Dunn

Cathleen M. Dunn
Community Manager

/cl

Office: 570-894-8356 A Private Residential Community Fax: 570-894-8880

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November 6, 2024

To the Board of Supervisors of Coolbaugh Township.

Dear Board,

As in previous years, I again would like to express my gratitude for all the help you have given to our Crime Watch program, it was very much appreciated. Now as the fiscal year's end is almost here, I am asking if you would be able to assist our Crime Watch once more. Whatever funds you may be able to provide would be used for purchasing additional magnetic signage designating the Crime Watch drivers' vehicles and other supplies for our drivers' need.

Thank you for your consideration for whatever monies you may be able to provide.

Respectfully yours,

Artie Furman

Director of Public Safety and Compliance PFCCA

182 Lake Road Tobyhanna, PA 18466

ph (570)-894-4435 ex. 105

fax (570)-894-8400

email afurman@poconofarms.com

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A Pocono Country Place Property Owners Association

112 Recreation Drive Tobyhanna, PA 18466-9599

November 14, 2024

Board of Supervisors
Coolbaugh Township
5550 Memorial Boulevard
Tobyhanna, Pennsylvania 18466

To the Supervisors of Coolbaugh Township:

I am requesting a \$1,000.00 re-imbusement for the payment made for the Pennsylvania State Game Lands road lease.

Should you have any further questions, please do not hesitate to contact me directly.

Sincerely,

Cathleen M. Dunn
Community Manager

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COOLBAUGH TOWNSHIP Codes & Zoning Department

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

Board of Supervisors

11/8/2024

Fire Escrow Check Reimbursement Request, 7165 Robinwood Dr.

The property located at 7165 Robinwood Dr, suffered extensive interior damage resulting from a fire.

The structure has been restored to compliance with the building dept. (Building Certificate attached)

The property is removed from the dangerous structure list.

There are no delinquent taxes on the property as per Coolbaugh Township Tax Collector Office, (copy of receipt of payment attached).

The fire escrow check # 32594483 received in the amount of \$24,144.82 (copy attached).

The property meets the requirements of the Coolbaugh Township Ordinance to receive the total reimbursement amount.

Tomas Keane
Director of Zoning

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Erin Masker

From: Greg Haas <ghaas@kceinc.com>
Sent: Friday, November 8, 2024 2:35 PM
To: Erin Masker
Subject: Dionisio Lot Joinder - Review #2

Erin,

I have reviewed the revised plan titled, "Lot Joinder Plan, A Pocono Country Place, Lots 603 & 617, Section H", dated August 4, 2024, prepared by Brian D. Courtright, P.L.S., and the accompanying draft Joinder Deed. The following comments are offered with respect to the Coolbaugh Township Code of Ordinances and Application/Checklist.

1. SALDO – Section 355-29. – The title and date of the Plan within the draft Joinder Deed shall match the Plan at all applicable locations.
2. SALDO – Section 355-29.A.(21) and Section 355-29.B.(6) – The date shall be inserted at the owner’s certification statement. The phrase “Minor Subdivision Plan” shall be revised to “Lot Joinder Plan”.

Please let me know if you need anything additional or would like to discuss any of the above in more detail.

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

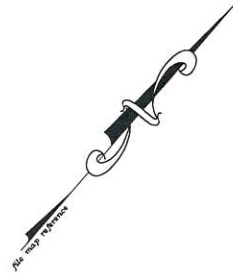
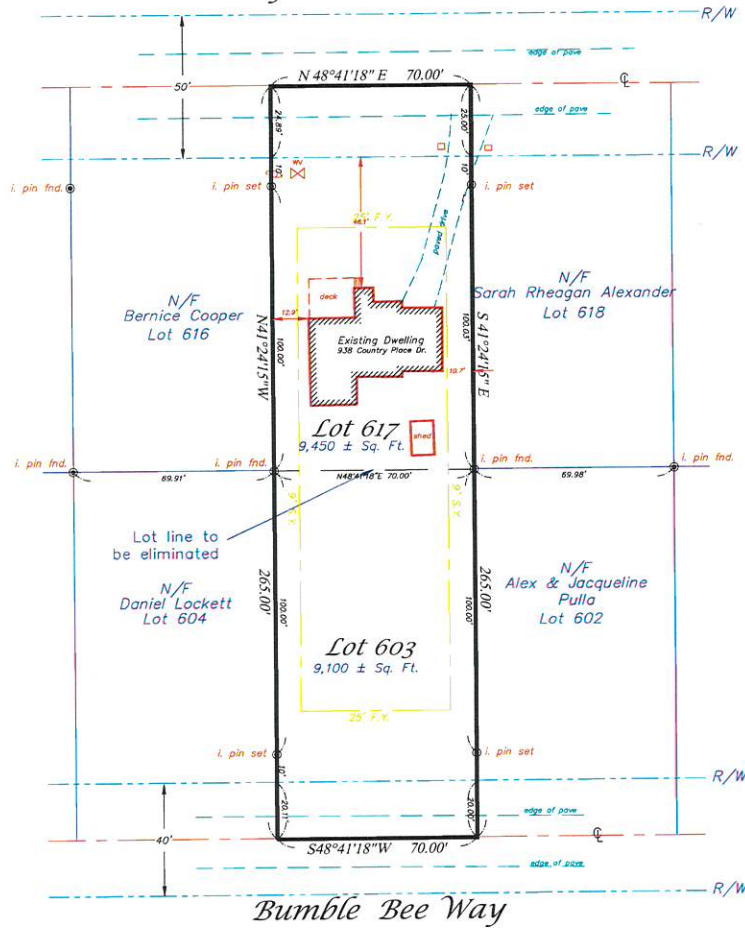
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We're looking for exceptional people to join the KCE Team!

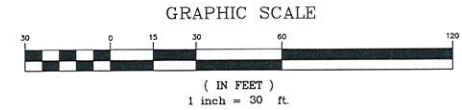
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Country Place Drive East



- Notes:
- 1) When easements are not delineated specifically, the approval of this plan by The Board of Supervisors does not have the effect of altering, redefining or extinguishing any easements of record existing on or over the subject property.
 - 2) The lots being joined shall not be subdivided into smaller lots without the approval of Coolbaugh Township.
 - 3) By approval of this plan, the Township has not confirmed the presence, absence and/or extent of wetlands, whether or not delineated on this plan.
 - 4) The property shown on this plan is under and subject to the Coolbaugh Township Zoning Chapter 400, as amended.
 - 5) There are no steep slopes on this tract.
 - 6) Zoning District - R-3
 - 7) Deed Reference - deed book 2620, page 6531 - Lot 617
deed book 2646, page 769 - Lot 603
 - 8) Tax Map Parcel No. 3/8E/1/504; 03635805073653 - Lot 617
3/8E/1/515; 03635805074547 - Lot 603
 - 9) Total lot area - 18,550 sq. ft.
 - 10) No portion of this tract is located within a zone A flood area as per community panel no. 42089C0085E.
 - 11) The new lot number will be Lot 617-A.
 - 12) This plan is a revision to plat book 19, page 23
 - 14) Owner: Steven William & Gladys M. Dionisio
938 Country Place Drive
Tobyhanna, PA 18466
 - 15) The property shown hereon are served by a central sewage disposal system and a central water supply.



Revised 8/4/2024 as per Township Engineer's comments

Lot Joinder Plan
A Pocono Country Place, Lots 603 & 617, Section H

SITUATE IN
Coolbaugh Township, Monroe County, Pennsylvania

PREPARED FOR:
Steven William & Gladys M. Dionisio

PREPARED BY:
BRIAN D. COURTRIGHT, P.L.S.

BOX 333
POCONO SUMMIT, PA. 18346
PHONE: (570) 839-9986

At a public meeting held on _____, 2024 The Board of Supervisors of Coolbaugh Township reviewed and by a motion duly enacted, approved the joining of the land owned by Steven William & Gladys M. Dionisio as originally shown on the plan entitled "A Pocono Country Place, Section H", March 1973 and recorded in the Monroe County Courthouse in Plat Book 19, Page 23.

On this day _____, 2024, before me, the undersigned personally appeared Steven William & Gladys M. Dionisio, who being duly sworn according to law, deposes and says that they are the owners of the property shown on this plan, that there are no suits pending affecting the title of same, that the Minor Subdivision plan thereof was made at their direction and they acknowledge that the same be by their own act and plan and desires the same to be recorded as such according to law.

Steven W. Dionisio
Steven William Dionisio

Gladys M. Dionisio
Gladys M. Dionisio

Brian D. Courtright
My commission expires 04/08/2026

Commonwealth of Pennsylvania - Notary Public
Steven Dionisio, Notary Public
Monroe County
My commission expires April 8, 2026
Member, Pennsylvania Association of Notaries

DATE:	5/13/2024
JOB NO.	2024-14
SCALE:	1"=30'
REVISIONS	
as per comments 7-22/24	

BRIAN D. COURTRIGHT, P.L.S.
PA. LIC. NO. 042013-R, N.J. LIC NO. 34027

701 Main Street, Suite 405
Stroudsburg, PA 18360

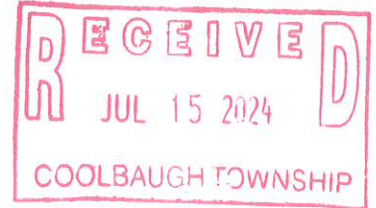


Phone: 570-517-3100
Fax: 570-517-3858
mcp@monroecountypa.gov
www.monroecountypa.gov

MONROE COUNTY PLANNING COMMISSION

July 11, 2024

Erin Masker, Secretary/Administrative Assistant
Coolbaugh Township Board of Supervisors
5520 Municipal Dr
Tobyhanna, PA 18466



Re: Steven William & Gladys M. Dionisto
Minor Subdivision Lot Combination
Coolbaugh Township
MCPC Review #101-24

Dear Ms. Masker:

Our office has received a copy of the above-noted minor subdivision with concerns about a 0.42-acre site located on the easterly side of Country Place Drive, approximately 500 feet northeast of its intersection with Bear Trail Drive. The plan proposes to join Lot 603 of 0.21 acres and Lot 617 of 0.21 acres, into one parcel. The newly formed "Lot 617" will then consist of 0.42 acres. Lot 617 is currently developed and contains a single-family residence while Lot 603 is currently undeveloped. The site is served by central water supply and sewage disposal systems. This site is located in a Medium Density Residential (R-3) Zoning District.

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

1. It should be noted that the site will remain non-conforming concerning the lot width requirement of 80 feet within the R-3 Zoning District.
2. Because this plan is a joining of lots and no further development is proposed at this time, this minor subdivision has addressed all other pertinent County review factors.

It is recommended that approval of this plan be conditioned upon the above-listed comments being satisfactorily addressed, the plan achieving compliance with applicable Township ordinances, and the Township Engineer's review.

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on August 13, 2024, at 5:00 p.m. at the Monroe County Administrative Center. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

Page Two

Steven William & Gladys M. Dionisto

Minor Subdivision: Lot Combination

Coolbaugh Township

MCPC Review #101-24

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

If you have any questions or if we can be of further assistance please feel free to contact me.

Sincerely yours,

A handwritten signature in cursive script that reads "Kim Borger".

Kim Borger
Planner/Addressing Coordinator

cc: Brian D. Courtright, P.L.S.

14

Erin Masker

From: Greg Haas <ghaas@kceinc.com>
Sent: Sunday, November 10, 2024 12:09 PM
To: Erin Masker
Subject: Szymanski Lot Joinder - Review #3

Erin,

I have reviewed the revised plan titled, "Lot Joinder Plan - Eugene & Dianne Szymanski", dated February 6, 2024, having a revision date of June 20, 2024, prepared by Baer and Evans Surveyors. The following comments are offered with respect to the Coolbaugh Township Code of Ordinances and Application/Checklist.

1. SALDO – Section 355-29. – The provided, updated 'Legal Description', dated February 12, 2024, and revised on July 31, 2024, shall be used to create a draft Joinder Deed for submittal and review.
2. General – The plan size should be revised to be one that will be acceptable for recording at Monroe County Recorder of Deeds.

Please let me know if you need anything additional or would like to discuss any of the above in more detail.

Regards,
Greg

Gregory S. Haas, P.E.



863 Interchange Road, P.O. Box 639
Kresgeville, PA 18333-0639

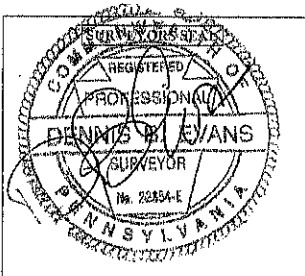
ghaas@kceinc.com | cell: 570.249.0209 | www.KCEinc.com

in f

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

Learn about career opportunities [here](#).

This E-mail and any files transmitted with it may contain privileged or confidential information and are intended for the sole use of the individual or entity to whom they are addressed. Use of the documents by any other person, without authorization, is strictly prohibited. If you are not the intended recipient or the person responsible for delivering the E-mail to the intended recipient, be advised that you have received this communication in error and that any use, dissemination, forwarding, printing, or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender via reply e-mail as soon as possible. Thank you.



TOWNSHIP SEAL

LOT JOINDER PLAN
Eugene & Dianne Szymanski
539 Maxatawny Drive
Arrowhead Lakes North Section: 21 Block; A-2102 Lots 38 & 39
Coolbaugh Twp. = Monroe County

MAXATAWNY DRIVE
50' R/W

Courser at Each
Set 1 Pin
1"=80' from corner

PIN: 03.19C.1.555
(Lot 40)
N/F Maxatawny Drive, LLC

**NEW LOT 38-A
AREA:
24,000 Sq. Ft.
0.55 Acres**

PIN: 03.19C.1.534
(LOT 39)
DB. 2641, PG. 5552
AREA:
12,000 Sq. Ft.
0.275 Acres

PIN: 03.19C.1.553
(LOT 38)
DB. 2646, PG. 3894
AREA:
12,000 Sq. Ft.
0.275 Acres

Found Fenced
Pipe on line
2.8" St. Iron corner

GRAVEL DRIVEWAY

PORCH

HOUSE
#539

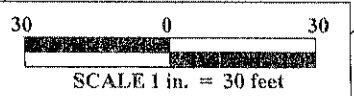
PORCH

DECK

PIN: 03.15.1.6
Pennsylvania State Game Lands

PIN: 03.19C.1.552
(Lot 37)
N/F Anthony Cocchinitiglio

SCALE: 1 in. = 30 Feet
DATE: February 6, 2024
JOB NO.: 7899
REFERENCE MAP: MB. 25, PG. 31
REVISION DATE: June 26, 2024



- GENERAL NOTES:**
- When easements are not delineated specifically, the approval of this plan by the Board of Supervisors of Coolbaugh Township does not have the effect of altering, redefining or extinguishing any easements of record existing on or over subject property.
 - The lots being joined shall not be subdivided into smaller lots without the approval of Coolbaugh Township.
 - By approval of this plan, the Township has not confirmed the presence, absence and/or extent of wetlands, whether or not delineated on this plan.
 - The property shown on this plan is under and subject to Chapter 406, Zoning, of the Code of the Township of Coolbaugh.
 - The New Lot is serviced by existing on-site sewer and well

OWNER'S CERTIFICATION

On this 7 day of Aug, 2024, before me, the undersigned personally appeared Eugene & Dianne Szymanski, who being duly sworn according to the law, deposes, affirms, confirms and says that he/she is the legal owner of the property depicted on this plan, and that there are no lawsuits, claims and/or legal actions pending that would affect the title of the property, and further that this Minor Subdivision/Lot Consolidation Plan was made and submitted at the direction of the above-referenced owner of the property and that he/she acknowledges that the same be by his/her own act and that said owner desires the same to be approved and recorded in accordance with the law.

Eugene & Dianne Szymanski
Eugene & Dianne Szymanski (Signature of Applicant/Owner)

Nicole Blazeski
Nicole Blazeski (Signature of Notary)

My commission expires: February 20, 2027

"At a public meeting held on _____, 20____, the Board of Supervisors of Coolbaugh Township reviewed and, by a motion duly enacted, approved the joining of lots _____ and _____ as originally shown on the plan titled _____ and recorded in the Monroe County courthouse in _____ Volume _____"

Commonwealth of Pennsylvania - Notary Seal
Nicole Blazeski, Notary Public
Monroe County
My commission expires February 20, 2027
Commission number 1431146
Member, Pennsylvania Association of Notaries

701 Main Street, Suite 405
Stroudsburg, PA 18360

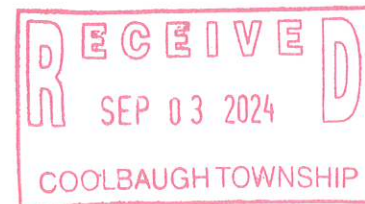


Phone: 570-517-3100
Fax: 570-517-3858
mcpc@monroecountypa.gov
www.monroecountypa.gov

MONROE COUNTY PLANNING COMMISSION

August 29, 2024

Erin Masker, Secretary/Administrative Assistant
Coolbaugh Township Board of Supervisors
5520 Municipal Dr
Tobyhanna, PA 18466



Re: Eugene & Dianne Szymanski
Arrowhead Lakes North
Minor Subdivision
Coolbaugh Township
MCPC Review #148-24

Dear Ms. Masker:

Our office has received a copy of the above-noted minor subdivision with concerns to a 0.55-acre site located on the easterly side of Maxatawny Drive, approximately 440 feet northeast of its intersection with Choctaw Drive. The plan proposes to join Lot 38 of 0.275 acres and Lot 39 of 0.275 acres, into one parcel. The newly shaped "Lot 38-A" will then consist of 0.55 acres. Lot 38 is currently developed and contains a single-family residence while Lot 39 is currently undeveloped. The site is served by on-site water supply and sewage disposal systems. This site is located in a Medium Density Residential (R-3) Zoning District.

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

1. The provided materials for the proposed subdivision lack basic site information (soils, contour lines, setbacks, etc.). Including these features in the plan would help facilitate the review process.
2. It should be noted the submitted plan is 8.5 X 14. It is recommended that the Township confirm this size plan is acceptable in the Subdivision and Land Development Ordinance. (SALDO)
3. Because this plan is a joining of lots and no further development is proposed at this time, this minor subdivision has addressed all other pertinent County review factors.

It is recommended that approval of this plan be conditioned upon the above-listed comments being satisfactorily addressed, the plan achieving compliance with applicable Township ordinances, and the Township Engineer's review.

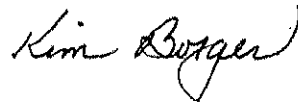
Page Two
Eugene & Dianne Szymanski
Arrowhead Lakes North
Minor Subdivision
Coolbaugh Township
MCPC Review #148-24

All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on September 10, 2024, at 5:00 p.m. at 701 Main Street Suite 405. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

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

If you have any questions or if we can be of further assistance please feel free to contact me.

Sincerely yours,

A handwritten signature in cursive script that reads "Kim Borger".

Kim Borger
Planner/Addressing Coordinator

cc: Dennis B. Evans, P.L.S.

15

TASCA FORD

(FORMERLY GIBBONS FORD)

704 Martin F. Gibbons BLVD. Dickson City, PA 18519



COSTARS VENDOR # 552949

CONTRACT # 25 E23-562

MUNICIPAL WORK VEHICLES

10/4/2024

COSTARS PRICE QUOTE FOR COOLBAUGH TWP.
REQUESTED BY KYLE & DON.

1. 1 EACH 2025 FORD F-350 4X4 XLT CHASSIS FOR 9' BODY
APPLICATION AS PER ATTACHED VEHICLE SPEC'S.
2. MSRP OF CHASSIS ONLY-----\$ 62,255.00
3. COSTARS #25 MUNICIPAL PRICING----- 59,389.00
4. VENT SHADES, BUG DEF, ALL WEA. MATS----- 463.00
5. TOTAL----- 59,852.00
6. DOCUMENT AND LICENSE FEES----- 464.00
7. GRAND TOTAL----- \$60,316.00

INCLUDES FULL TANK OF FUEL AND MUNICIPAL PLATES!!

THIS IS A SPECIAL ORDER VEHICLE FROM FORD MOTOR COMPANY, AND IS SUBJECT TO AVAILABILITY!!

Thank you in advance for the opportunity to quote this vehicle.

Sincerely,
Donald Hull
Costars Sales

PRINTED NAME OF AUTHORIZED PURCHASER

DATE

SIGNATURE OF AUTHORIZED SIGNER

DATE

DONALD HULL, SALES CONSULTANT

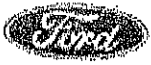
DATE

Donald Hull

10/4/2024

CELL PHONE: 570-267-7625 E-MAIL:

dhull@tasca.com



Preview Order X005 - F3H 4x4 Reg Chas Cab DRW: Order Summary Time of Preview: 10/01/2024 16:24:57 Receipt: NA

Dealership Name: Tasca Ford

Sales Code : F16107

Dealer Rep.	Don Hull	Type	Fleet	Vehicle Line	Superduty	Order Code	X005
Customer Name	Coolbaugh Tow	Priority Code	M1	Model Year	2025	Price Level	515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F350 4X4 CHASSIS CAB DRW/145	\$57200	50 STATE EMISSIONS	\$0
145 INCH WHEELBASE	\$0	SNOW PLOW PREP PACKAGE	\$250
TOTAL BASE VEHICLE	\$57200	JOB #1 ORDER	\$0
SCHOOL BUS YELLOW	\$660	SPARE TIRE AND WHEEL	\$350
40/20/40 CLOTH SEAT	\$0	CENTER HIGH MOUNT STOP LAMP	\$0
MEDIUM DARK SLATE	\$0	JACK	\$0
PREFERRED EQUIPMENT PKG.643A	\$0	WHEEL WELL LINERS - FRONT	\$180
.XLT TRIM	\$0	410 AMP ALTERNATOR	\$0
.AM/FM STEREO MP3/CLK	\$0	EXTERIOR BACKUP ALARM	\$220
.7.3L DEVCT NA PFI V8 ENGINE	\$0	PRICE CONCESSION INDICATOR	\$0
10-SPEED AUTO TORQSHIFT	\$0	REMARKS TRAILER	\$0
LT245/75R17E BSW ALL-TERRAIN	\$165	STAINLESS STEEL WHEEL COVERS	\$480
4.30 RATIO LIMITED SLIP AXLE	\$385	SPECIAL FLEET ACCOUNT CREDIT	\$0
FRONT LICENSE PLATE BRACKET	\$0	FUEL CHARGE	\$0
CARPET DELETE	-\$50	PRICED DORA	\$0
PLATFORM RUNNING BOARDS	\$320	ADVERTISING ASSESSMENT	\$0
14000# GVWR PACKAGE	\$0	DESTINATION & DELIVERY	\$1995
SKID PLATES	\$100		
TOTAL BASE AND OPTIONS			MSRP
DISCOUNTS			\$62255
TOTAL			NA
			\$62255

ORDERING FIN: QV481 END USER FIN: QV481

INCENTIVES

Acc. Code ID :10 Contract/Ref # :07-894S Bid Date :07/30/24State : PA

Customer Name:
Customer Address:

Customer Email:
Customer Phone:

Lowes Sales & Service

562 N Main St
ARCHBALD PA
18403-1822

Estimate

Date	Estimate #
10/14/2024	1351

Name / Address
Coolbaugh Township Municipal Center Attn: Donald DeRoo 5320 Municipal Drive Tobyhanna, PA. 18466

P.O. No.	Project

Item	Description	Qty
Costars	Contact # 557612 Municipal Work Vehicles Contract Number: 025-E24-624	
DB0969520SS	DURAMAG 96-1/8" x 111-1/2" Smooth Side Dump Body, 20" Sides & 27" Tailgate, Long Sills @ 34" Standard Features: - All Extruded 6005 T6 Aluminum Construction - 2x6 .250 Long Sills - Extruded Unibody Floor w/ 2.5" OC Bracing - Rugged & Attractive Formed Side Walls - Double-Walled Sides (Eliminates Cargo Impact Printing) - HD 4x6 ,188 Rear Corner Posts - Double-Walled Tailgate w/ Stainless Hinge Pins - Stainless Tailgate Actuator Hardware & Fasteners - All Pre-Wired w/ LED Lights Inside Box Tube - 16" Aluminum Cab Shield w/ Window - Bottom of Longsill to Bottom of Cab Shield: 47.5"	1
SW-CS615T-ED-SF	Champion, CS 615T Double Acting	1
Central Hydraulics	Model CS615T Includes 4" SH Subframe set at 50 degree dump angle, Force Central Hydraulics to operate dump body and spreader 15 gal hyd tank	1
Fisher 9.6 XV2 Stainless M...	XV2 v-plow stainless steel x-bracing design InstaLock double-acting cylinders lock the wings together to use the v-plow in straight blade mode flared wings INTENSIFIRE™ LED plow headlights Automatically senses temperature on the lens and activates heating elements when necessary to prevent snow and ice buildup Handheld controller	1
41813-1	18" RUBBER DEFLECTOR Fisher 9.6 XV2	1
Total		

Signature

Phone #
5708780459

E-mail
lowessalesservice@gmail.com

Lowes Sales & Service

562 N Main St
ARCHBALD PA
18403-1822

Estimate

Date	Estimate #
10/14/2024	1351

Name / Address
Coolbaugh Township Municipal Center Attn: Donald DeRoo 5520 Municipal Drive Tobyhanna, PA. 18466

P.O. No.	Project

Item	Description	Qty
86885	FISHER Carbide Cutting Edge 9' 6" XV2.	1
92425SSA	SALTDogg UNDER TAILGATE SPREADER DRIVERS DISCHARGE-8 INCH SIDES-STAINLESS STEEL	1
spreader light	spreader light	2
STROBES	Strobes 2 on the front of the cab shield and 2 on the side 2 on the rear in tail gate add stop tail turn reverse add 2 in grill also add 2 lights in rear post of body and they will be stop tail turn reverse and strobe in post	1
SH675	SHOVEL HOLDER drivers side	1
mud flaps	Mud Flaps in front and rear of back tires	4
Chevron Fluorescent Lime ...	Chevron Fluorescent Lime Yellow and Red Striped Reflective Safety Tape on tail gate	1
Dot Reflective Tape 2"	Dot Reflective Tape 2" on sides of body	1
hitch 2.5	Receiver Hitch	1
Husky	husky 7 pin rv 4 pin flat trailer light plug	1
Undercoating	Undercoating Frame and under body	1
Timbren FR350TTCC	F350 2WD/4WD CAB & CHASSIS REAR SUSPENSION ENHANCEMENT SYSTEM	1
shop labor	shop labor	1
Freight	Freight charge on body and plow	1
DISCLAIMER	This quote is only valid for 15 days. All quotes must be signed and dated by the buyer	
Total		\$69,491.00

Signature _____

Phone #
5708780459

E-mail
lowessalesservice@gmail.com

16

November 19, 2024

Pocono Record
Legal Ad Department
ATTN: Patty
511 Lenox Street
Stroudsburg, PA 18360

Please print the following legal advertisement on Friday, November 22, 2024:

**Coolbaugh Township
Public Notice**

In accordance with the Pennsylvania Second Class Township Code, Section 917.(b)(1) and (2), the Coolbaugh Township Board of Supervisors is giving notice of its intent to appoint a certified public accountant, or firm of certified public accountants, to complete an audit of the Township's financial records at its annual organization meeting to be held on Monday, January 6, 2025.

Coolbaugh Township Board of Supervisors

17

November 19, 2024

Pocono Record
Legal Advertisement
511 Lenox Street
Stroudsburg, PA. 18360

Please print the following in the Legal Advertisement section of the Pocono Record on **Tuesday, November 26, 2024:**

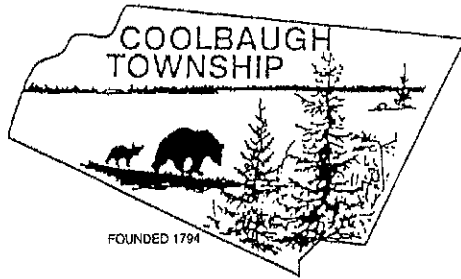
NOTICE
Coolbaugh Township
2025 Proposed Budget

The Coolbaugh Township, Monroe County, Proposed 2025 Budget has been completed and is open for public inspection at the Coolbaugh Township Municipal Center, 5520 Municipal Drive, Tobyhanna, Pennsylvania between the hours of 8:00 am and 4:30 pm Monday through Friday.

The Board of Supervisors will consider public comment and input prior to adopting the proposed 2025 Budget at its regularly scheduled meeting on Tuesday, December 17, 2024 which will begin at 6:00 pm with a work session, followed immediately by the regular meeting. The work session and regular meeting will be held at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, Pennsylvania.

Coolbaugh Township Board of Supervisors

18



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

5520 Municipal Drive , Tobyhanna, PA 18486
(570) 894-8490 • FAX (570) 894-8413

November 19, 2024

Pocono Record
Legal Ad Department
511 Lenox Street
Stroudsburg, PA. 18360

Please print the following legal advertisement on Monday, November 25, 2024

THE COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS will hold its Re-Organizational Meeting on Monday, January 6, 2025 beginning at 6:00 p.m. at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA. The public is invited to attend the meeting. The meeting agenda will be posted on the Township website and at the Coolbaugh Township Municipal Building. The Board of Supervisors will conduct business on the agenda and any other business that comes before it in a manner consistent with Pennsylvania law. **All interested parties are invited to attend the above-referenced public meeting as set forth herein.**

Coolbaugh Township Board of Supervisors

19



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
NOVEMBER 19, 2024 BOARD MEETING
AS OF OCTOBER 31, 2024

Revenue

2024 General Fund Budget = \$9,132,425

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Real Estate Taxes (Current & Delinquent)	\$ 3,965,139	98%
Earned Income Tax	1,696,227	84%
Real Estate Transfer Tax	809,424	85%
LST	331,208	141%
Licenses & Permits	271,521	77%
Rents	29,531	84%
Zoning Fees	188,563	200%
Fines & Forfeits	82,483	305%
Building Code Fees	37,728	79%
Grant Proceeds	350,000	83%
All other sources	824,181	91%
Total Revenue	\$ 8,586,005	

Expense

2024 General Fund Budget = \$9,132,425

<u>ITEM</u>	<u>AMOUNT</u>	<u>% BUDGET LINE</u>
Pocono Mountain Regional Police Dept.	\$ 2,531,651	82%
Salaries	1,146,858	75%
Capital Purchases	501,113	69%
Employee Benefits	735,714	76%
Fire	322,856	88%
Interfund Transfers	364,446	57%
Contracted Services	237,331	97%
Road Materials	117,809	68%
Pocono Mountain EMS	100,000	100%
Insurance	188,707	94%
Vehicle Repair & Maintenance	55,475	61%
Fuel	64,196	63%
Legal Fees	68,673	67%
Utilities	55,741	70%
Engineering	52,397	49%
Control Center	37,792	100%
All other sources	324,155	57%
Total Expense	\$ 6,904,913	

20

**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
NOVEMBER 19, 2024**

DATE	CK #	DESCRIPTION	AMOUNT
11/12/2024		Payroll Transfer	\$ 50,000.00
11/19/2024		General Fund	\$ 103,101.35
11/19/2024		Total General Fund	\$ 153,101.35
11/19/2024		Coolbaugh Twp. VFC Tax Fund	\$ 269,973.24
11/19/2024		Total Coolbaugh Twp VFC Tax Fund	\$ 269,973.24
11/19/2024		Sewer Fund	\$ 29,121.27
11/19/2024		Total Sewer Fund	\$ 29,121.27
		TOTAL DISBURSEMENTS	\$ 452,195.86

CASH TRIAL BALANCE AS OF NOVEMBER 19,2024

General Fund Checking	\$ 8,710,704.04
Fire Tax/Coolbaugh Twp VFD	468,475.76
Fire Tax- Coolbaugh Fire Building Fund	1,008,763.70
Fire Tax- Volunteer Fire Departments	1,038.50
EMS	17,633.34
American Rescue Plan	1,891,979.39
Payroll Checking	532.25
Rainy Day Fund Savings	980,700.95
Total General Fund	\$13,079,827.93
Sewer Fund Checking	5,904.57
Sewer PennVest Checking	18.52
Total Sewer Fund	\$ 5,923.09
Capital Projects Fund Checking	\$ 16,183.25
Emerg. Services Fund Money Market	206,250.86
Emerg. Services Fund Checking	21,407.76
Total Emergency Services Fund	\$ 227,658.62
Liquid Fuels Fund Checking	\$ 182,271.47
Escrow Fund Checking	796,067.21
Escrow Fund Clarius Checking	61,521.99
Total Escrow Fund	\$ 857,589.20
TOTAL ALL FUNDS	\$ 14,369,453.56

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

Check#	Vendor	Description	Payment	Check Total
11470	44 - AIRGAS USA, LLC	PO 25785 LEASE CYL	310.55	
		PO 25786 SUPPLIES	137.44	447.99
11471	1588 - ALTEC SERVICE ESTIMATE	PO 25830 YEARLY BUCKET TK INSPECTION ACCT#11911	907.95	907.95
11472	1330 - AMAZON CAPITAL SERVICES	PO 25772 FUEL CAP -BEAST	16.52	
		PO 25824 Locks & Battery	62.08	
		PO 25828 DFW INK TOWER	117.99	
		PO 25829 MAY FLY LOGGER BATTERY	28.45	225.04
11473	1483 - AUTO PARTS OF MT POCONO	PO 25771 OIL/FILTERS F-350 CREW	55.78	
		PO 25811 FUEL/WATER SEPARATOR -TRUCK #2	183.03	
		PO 25827 TRAILER CONNECTOR	10.63	
		PO 25839 TRAILER CONNECTOR FOR PAINT TRAILER	10.63	260.07
11474	1277 - AWSOM	PO 25801 DONATION	1,000.00	1,000.00
11475	1521 - BUCHART HORN, INC.	PO 25766 ENGINEERS SERVICES	12,600.49	12,600.49
11476	724 - CINTAS -	PO 25806 FIRST AID CABINETS	324.42	324.42
11477	1240 - CINTAS CORPORATION	PO 25776 SHOP TOWELS/UNIFORMS	77.69	
		PO 25777 UNIFORMS	58.37	
		PO 25821 UNIFORMS	52.98	
		PO 25822 MATS/ UNIFORMS	523.69	712.73
11478	1372 - COMMONWEALTH SIGNS LLC	PO 25840 SPEED LIMIT SIGN	152.00	
		PO 25841 SPEED LIMIT SIGN -POCONO SUMMIT	456.00	
		PO 25842 PET RULES EAC	72.00	
		PO 25843 LOCAL DELIVERIES	399.00	1,079.00
11479	849 - COMMUNITY PLANNING & MANAGEMENT LLC	PO 25764 LOT ZONING AMENDMENT	166.25	166.25
11480	164 - COOLBAUGH TWP HISTORICAL ASSOC.	PO 25803 DONATION	5,000.00	5,000.00
11481	52 - DALEVILLE ACE HARDWARE	PO 25845 TARP/SUPPLIES	54.98	54.98
11482	1085 - DE LAGE LANDEN	PO 25815 COPIERS 11/1-11/30	77.75	
		PO 25836 COPIERS 11/1-11/30/2024	94.45	172.20
11483	13 - DEVELOPMENTAL EDUCATION SERVICES	PO 25769 RECYCLE	22.50	22.50
11484	1495 - EDMUNDS GOVTECH, INC	PO 25817 2025 MSI SOFTWARE	2,359.35	2,359.35
11485	1113 - ELAN FINANCIAL SERVICES	PO 25797 GHOULDBAUGH/PARK/MAYFLY FLOGGER/ADMIN HE	3,547.03	3,547.03
11486	919 - FIDELITY SECURITY LIFE INSURANCE/EY	PO 25782 NOV	287.51	287.51
11487	1384 - FRASER ADVANCED INFO. SYSTEMS	PO 25837 COPIERS 11/1-11/30	329.19	329.19
11488	250 - GOULDSBORO VOLUNTEER FIRE CO.	PO 25794 DONATION	10,000.00	10,000.00
11489	48 - H. CLARK CONNOR	PO 25763 ZHB	972.50	972.50
11490	54 - H.A. BERKHEIMER, INC.	PO 25762 LST COMMISSION	739.21	739.21
11491	616 - KIMBALL MIDWEST	PO 25823 PARTS/SUPPLIES	395.19	395.19
11492	1030 - KYLE M. KNECHT	PO 25825 BOOT REMIBURSEMENT	300.00	300.00
11493	891 - LOWE'S	PO 25800 LIGHTS/ SUPPLIES	388.85	388.85
11494	1535 - MONROE COUNTY HISTORICAL ASSOCIATION	PO 25789 DONATION	1,200.00	1,200.00
11495	823 - MONROE COUNTY WASTE AUTHORITY	PO 25788 DONATION	2,000.00	2,000.00
11496	74 - NAPA AUTO PARTS	PO 25770 FUEL FILTER	62.62	62.62
11497	1437 - NATIONAL WASTE DISPOSAL, INC	PO 25813 DFW/PARK/WWTP	345.00	345.00
11498	1049 - NORTHEAST HYDRAULICS CO	PO 25809 LEAF SUCKER	131.09	131.09
11499	1523 - NUSO, LLC	PO 25774 PHONES	108.18	
		PO 25775 PHONES	156.99	265.17
11500	81 - P P & L	PO 25767 49924-86007 INDUSTRIAL PK	24.88	
		PO 25779 83201-80003 ST LIGHTS	1,094.20	1,119.08
11501	87 - PENNSYLVANIA ONE CALL SYSTEM, INC.	PO 25799 MONTHLY FEE	97.47	97.47
11502	89 - PETTY CASH	PO 25844 PETTY CASH/SUPPLIES	231.51	231.51
11503	1489 - POCONO MT. VOLUNTEER FIRE CO.	PO 25793 DONATION	5,000.00	5,000.00
11504	335 - POCONO RAIL HISTORIAL SOCIETY, INC	PO 25790 DONATION	5,000.00	5,000.00
11505	251 - POCONO SUMMIT VOLUNTEER FIRE CO.	PO 25802 DONATION	10,000.00	10,000.00
11506	206 - PSATS	PO 25816 REGIONAL FORUM	99.00	99.00
11507	104 - S & H SUPPLY CO., INC.	PO 25778 SUPPLIES	31.80	31.80
11508	1046 - SCOTT'S SIGNS PRINTING	PO 25784 PLAQUE	120.00	120.00
11509	161 - STEPHENSON EQUIPMENT INC.	PO 25798 PARTS LEAF TRUCK	511.70	
		PO 25812 LEAF TRUCK	1,313.34	1,825.04
11510	286 - SUBURBAN PROPANE	PO 25781 PROPANE DFW	568.17	568.17
11511	120 - SUNDANCE NETWORKS INC.	PO 25814 COMPUTER MAIN/REPAIR	1,627.00	1,627.00
11512	1215 - SUPER HEAT, INC.	PO 25810 WATER LEAK PUMP REPLACE	2,366.65	2,366.65
11513	329 - THORNHURST VOLUNTEER FIRE & RESCUE	PO 25795 DONATION	6,206.00	6,206.00
11514	31 - TK ELEVATOR CORPORATION	PO 25780 11/1-11/30	358.81	358.81
11515	264 - TOBYHANNA CONSERVATION ASSOCIATION	PO 25791 DONATION	3,500.00	3,500.00
11516	1548 - TRAISR, LLC	PO 25846 OCTOBER FEE	1,000.00	1,000.00
11517	1055 - TULPEHOCKEN SPRING WATER INC	PO 25818 BOTTLE WATER	96.55	96.55
11518	756 - UGI Utilities	PO 25783 411002865219	235.34	235.34
11519	929 - UNITED CONCORDIA LIFE & HE	PO 25808 DECEMBER	1,844.77	1,844.77
11520	119 - VERIZON	PO 25833 PHONES	807.70	807.70

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

Check#	Vendor	Description	Payment	Check Total
11521	1469 - VFW 509 AUX	PO 25765 PATRIOT'S DAY - Catering	400.00	400.00
11522	245 - VFW POST 3448	PO 25796 DONATION	5,000.00	5,000.00
11523	244 - VFW POST 509	PO 25792 DONATION	5,000.00	5,000.00
11524	1587 - WEX BANK	PO 25773 FUEL	503.50	503.50
11525	1551 - WORLD FUEL SERVICES, INC	PO 25819 FUEL	3,766.63	3,766.63
TOTAL				103,101.35

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP, YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	103,101.35
01.400.000	GENERAL GOV'T	6,428.32			
01.401.000	MANAGER -EXECUTIVE	99.00			
01.403.000	TAX COLLECTION	739.21			
01.405.000	MUNICIPAL OFFICE	189.59			
01.408.000	ENGINEER	12,600.49			
01.409.000	BUILDING & PLANTS	6,071.76			
01.411.000	FIRE	31,206.00			
01.414.000	ZONING OFFICE	1,111.99			
01.418.000	ZONING HEARING BOARD	972.50			
01.430.000	DPW-HIGHWAYS ROADS STREETS	6,050.33			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	1,031.88			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	3,598.48			
01.453.000	SPECTATOR RECREATION	10,000.00			
01.454.000	PARKS	338.85			
01.457.000	CIVIL & MILITARY CELEBRATIONS	10,400.00			
01.458.000	CONTRIBUTIONS	4,960.53			
01.461.000	COMMUNITY DEVELOPMENT	5,500.00			
01.487.000	EMPLOYEE BENEFITS	1,802.42			
TOTALS FOR GENERAL FUND		103,101.35	0.00	0.00	103,101.35

Total to be paid from Fund 01 GENERAL FUND 103,101.35

103,101.35

**List of Bills - (04102001) Fire Tax - Coolbaugh Twp VFC
FIRE TAX FUND**

Check#	Vendor	Description	Payment	Check Total
1042	199 - COOLBAUGH TWP. VOL. FIRE CO.	PO 25787 UTILITIES/RECRUITMENT/ETC	269,973.24	269,973.24
	TOTAL			269,973.24

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
04.102.001	Fire Tax - Coolbaugh Twp VFC			0.00	269,973.24
04.411.000	TAX DISBURSEMENTS	269,973.24			
TOTALS FOR	FIRE TAX FUND	269,973.24	0.00	0.00	269,973.24

Total to be paid from Fund 04 FIRE TAX FUND

269,973.24
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List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
3310	228 - ATC GROUP SERVICES, LLC DEPOSITORY	PO 25834 ACT 537 PLAN	8,020.00	
		PO 25835 WALMART/MISC	472.00	8,492.00
3311	724 - CINTAS -	PO 25826 WWTP	422.11	422.11
3312	1251 - ENVIRONMENTAL SERV. CORP.	PO 25805 SLUDGE HAULING	397.00	
		PO 25807 SLUDGE HAULING	397.00	794.00
3313	520 - K.L. FULFORD ASSOCIATES, INC	PO 25804 NOVEMBER	5,800.00	5,800.00
3314	699 - MAIN POOL & CHEMICAL CO	PO 25768 SUPPLIES	1,162.25	1,162.25
3315	1437 - NATIONAL WASTE DISPOSAL, INC	PO 25813 DPW/PARK/WWTP	180.00	180.00
3316	160 - NORTHEAST CHEMICAL& SUPPLY CO., INC.	PO 25838 SODA ASH	1,350.20	1,350.20
3317	162 - USA BLUE BOOK	PO 25820 SUPPLIES	326.09	326.09
3318	1445 - UTILITY SERVICE CO. INC.	PO 25831 WWTP MBR STEEL FILTER TANK	9,651.00	9,651.00
3319	119 - VERIZON	PO 25832 PHONES	943.62	943.62
TOTAL				29,121.27

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	29,121.27
08.429.125	CONTRACT SERVICE PLANT	5,800.00			
08.429.200	SUPPLIES	3,260.65			
08.429.313	ENGINEERING SERVICES	8,492.00			
08.429.320	TELEPHONE	943.62			
08.429.374	MAINT/REPAIR EQUIPMENT	9,651.00			
08.429.452	SLUDGE HAULING	794.00			
08.429.453	CONTRACTED SERVICE -TRASH	180.00			
TOTALS FOR SEWER FUND		29,121.27	0.00	0.00	29,121.27

Total to be paid from Fund 08 SEWER FUND

29,121.27

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29,121.27