



**COOLBAUGH TOWNSHIP
MUNICIPAL CENTER**

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

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION AGENDA
September 1, 2026, 6:00PM**

1. Update on Regional Comprehensive Plan Meeting

2. Public Comment



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COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

September 1, 2026

Roll Call

BOARD OF SUPERVISORS

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

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

1. Public Input
2. Approval of minutes / notes:
 - August 18, 2026- Regular Meeting Minutes
3. Adoption of Resolution #13-2026: PA American Water Sewage Planning Module and Authorize Township Secretary to Execute the Resolution
4. Release of Fire Tax Escrow for the Property located at 5173 Classic Drive in the amount of \$ 9,578.27; Property Owner Steven Janovecsik
5. Planning Commission Appointment with a Term Ending December 31, 2029
6. Approval of Membrane Replacement at the Wastewater Treatment Plant in the Amount of \$180,270.00
7. Parks and Recreation Ghoulbough Event, Saturday, October 31, 2026- Request for Three DPW Workers from 12pm-4pm and Request for DPW to pick up the Pumpkins
8. Authorize Advertisement of Budget Work Session Dates



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9. Release of Tax Funds to Pocono Mountain Regional EMS in the Amount of \$500,000.00

10. Current obligations

• General Fund	\$ 490,055.43
• Escrow Fund	\$ 10,551.02
• Sewer Fund	\$ 31,859.74
• Volunteer Fire Tax Fund	<u>\$ 450,000.00</u>
Total Disbursements	\$ 982,466.19

11. Business Manager Comments/Updates

12. Solicitor Armstrong Comments/Updates

13. Board of Supervisors Executive Sessions

14. Adjournment

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

August 18, 2026

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

Board Members Absent:

None

Staff Present

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

Staff Absent:

None

1. Discussion Regarding Monroe County Waste Authority Property

Mike Stettler was in attendance on behalf of the Monroe County Waste Authority to provide an update regarding a proposed project involving property owned by the Pennsylvania Game Commission. The representative explained that an earlier concept involved exchanging lower, wetter portions of property for higher, drier portions to make the proposed project more feasible. The Game Commission advised that the property is restricted to recreational use and therefore the proposed land exchange cannot proceed. He stated that the project may still be possible on the existing property but that additional discussion with the Township's Codes and Zoning Department is needed to determine whether the desired use and project configuration are feasible. He will be back with an update once the meeting is held. M. Stettler informed the Board that a polystyrene densifier would be available at the Blakeslee location beginning Friday. The facility will collect Styrofoam for densification and shipment for recycling into other products. Discussion also addressed possible collection/drop-off locations and the importance of having a more accessible location for the recycling operation. Mr. Weimer stated that it is relatively remote and located near a landfill/wetland area and expressed a preference for a location closer to a major roadway, such as PA 611, to make access easier and improve the public's experience.

2. Discussion on 1242 Fox Trail Zoning Violation

The Board discussed a zoning violation concerning 1242 Fox Trail. Mr. Keane, Director of Codes and Zoning stated that the property previously contained a permanent trailer that was removed. A recreational/park-model vehicle is currently located on the property and is being used as a residence. He explained that the Township's ordinances do not permit an RV to be used as a dwelling and that a permanent structure or approved developed lot must meet applicable setback and building-code requirements. D. Guckin, owner of the property, explained that the prior dwelling had deteriorated substantially and was ultimately removed from the property. He stated that he has lived at the property for approximately seven years and has been working with the Township to resolve the violation.

The Board discussed the distinction between a permanent manufactured dwelling and a recreational vehicle/park model, including requirements concerning permanent installation and compliance with the International Building Code.

The Board discussed having Township Codes Director Tomas Keane coordinate with building inspector Bill Burton to inspect the property and determine what options may be available to make the property a legal and livable permanent residence. Ms. Ruiz-Smith confirmed with the owner that the property has functioning water and septic and discussed whether improvements could be made to bring the property into compliance.

D. Guckin stated that he had received an enforcement notice with an appeal date of September 15, 2026. Solicitor Armstrong explained that the next enforcement step would ordinarily be filing a complaint in District Court after the appeal period. The Board's consensus was to allow additional time for the property owner to continue working cooperatively with the Township and to explore possible solutions before taking the next enforcement step.

Mr. Keane will coordinate with Mr. Burton and the property owner to arrange a meeting and determine what building-code requirements and options may be available. The Board emphasized that continued cooperation with the Township is expected.

3. Discussion on Nuisance Business Ordinances

Ms. Rogan encouraged the Township to consider adopting or amending its nuisance ordinance to provide additional tools for addressing commercial properties that repeatedly generate significant public safety and nuisance concerns. The discussion was prompted by a commercial property with a lengthy history of problems, including a recent incident involving approximately 50 shots fired and a prior high-profile shooting. Ms. Rogan expressed concern regarding repeated criminal activity and its effect on nearby residents and police personnel. Solicitor Armstrong explained that the Township could not simply declare a business a nuisance and immediately close it. He advised that a nuisance-business provision could potentially be added to the Township's existing nuisance chapter, but enforcement would be fact-specific and would require the Township to establish that the property meets the applicable nuisance threshold. The proposed process discussed would generally involve providing notice to the property owner identifying the applicable ordinance provisions and giving the owner an opportunity to take corrective action. If the situation continued, the Township could pursue enforcement through the District Judge and, if necessary, the courts. The Solicitor noted that fines and court action would be separate steps and that closing a business would require appropriate legal proceedings. Mr. Weimer stated that he would also like the current fine structure to be reviewed to determine whether amendments are appropriate and whether the existing monetary penalties remain effective. The Board expressed support for having Solicitor Armstrong review and potentially draft an amendment to the Township's nuisance ordinance for consideration. The amendment would provide an additional enforcement tool for properties that repeatedly meet the applicable nuisance criteria.

4. Public Comment

Nothing was heard.

Work session ended at 6:26pm.

Coolbaugh Township Board of Supervisors
Regular Meeting Minutes
August 18, 2026

The meeting was called to order by Mr. Weimer at 6:26pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members Present:

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

Board Members Absent:

None

Staff Present:

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

Staff Absent:

None

Announcements

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

1. Public Input

Nothing was heard.

2. Approval of Minutes / Notes

Ms. Rogan made a motion second by Ms. Colgan, to approve the August 4, 2026 meeting minutes as presented.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Ms. Ruiz-Smith abstained)

3. Monthly / Quarterly Reports

- **Pocono Mountain Regional Police Report-** Presented by Mr. Weimer; he stated that Sargent Vogt submitted his letter of retirement as of May 2027. The Board discussed when Chief Wagner is retiring with Ms. Colgan stating she believes he is 2028.
- **Pocono Mountain Regional EMS Report-** Presented by Ms. Colgan; she stated that the regional roundup is being held next Thursday, the construction on the new building is underway and they were installing siding on the building when she came up this evening. A. Schrader arrived and provide the board with their independent audit of their financials and stated that they have hired new EMT's that are currently in training, he stated that they also have 5 EMT's that are in paramedic school which PMREMS pays for the training and are then reimbursed by a grant for the cost.

4. Codes, Zoning and STR Report- Presented by Mr. Keane, Director.

5. Coolbaugh Township Volunteer Fire Company Disbursement Request

Ms. Rogan made a motion second by Ms. Ruiz-Smith to Approve the Distribution of funds in the amount of \$300,000.00 for the first Annual Apparatus Truck payment and \$125,000.00 for the capital purchase of a telehandler and skidsteer with attachments for a total disbursement in the amount of \$425,000.00.

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

6. Thornhurst Volunteer Fire & Rescue Co. Disbursement Request

Ms. Ruiz-Smith made a motion second by Ms. Rogan to Approve the Disbursement of Funds in the Amount of \$25,000.00 for the purchase of new Fire Nozzles and Hoses to assist with replacing the outdated equipment.

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

7. Authorization to Draft and Advertise Ordinance- Brake Retarder Restriction

Ms. Kelly made a motion second by Mr. Weimer to Authorize Drafting an Ordinance for the Brake Retarder Restriction and Authorize Advertising when it has been prepared.

- **Discussion:** Ms. Kelly discussed the locations that the brake restriction will be implemented stating that she would like ample signage at each location. Solicitor Armstrong stated that he will be sure that the ordinance calls out the specific locations and will confirm with the Township Engineer that the locations are depicted accurately.
- **Vote:** 4-0-1, motion passes. (Ms. Rogan abstained)

8. Scheduling of STR Local Agency Hearing

The Board discussed the request for a public hearing from the property owner at 2258 Green Road relating to the allowed occupancy at his STR property. This property had improvements made to it to allow for the occupancy that was allowed at that time (2 per bedroom plus an additional 4) and then when the improvements were completed the applicant submitted his permit application and by that time the ordinance had changed to include a maximum capacity. This property has the sewage to allow for the higher occupancy. Mr. Keane stated that he would like BV to have input on this property relating to the building code and ensure that they meet the code and that there are no issues with egress and lighting. Solicitor Armstrong stated that the applicant requested to be before the Board on September 15th for the hearing. The Board discussed dates and agreed that they would be available on Tuesday September 29th at 6pm. Solicitor Armstrong stated that he will reach out to the applicant with the proposed date.

9. Controller Report

Presented by Ms. Eilber

14. Current obligations

• General Fund	\$ 127,380.98
• Escrow Fund	\$ 2,327.59
• Fire Tax Fund	\$ 25,000.00
• Sewer Fund	<u>\$ 12,133.70</u>
Total Disbursements	\$ 166,842.27

Ms. Kelly made a motion second by Ms. Colgan to approve paying the current obligations in the amount of \$ 166,842.27.

- **Discussion:** None

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

15. Business Manager Comments/Updates

- Ms. Eilber provided the Board with a draft mail survey titled “sewage needs mail survey” to be sent to property owners in Carriage Estates. Carriage Estates is one of the Township's primary study areas and will be the first area addressed in the Act 537 process. The mailer is intended to obtain community-wide feedback and is expected to be mailed within approximately one week.
- Ms. Eilber reported receiving a letter of interest from the WIC office currently located at the Mountain Center because increasing rents are creating difficulties for community organizations. She stated that the Township cubicle space is currently occupied, although one occupant may be inactive. The community room was also discussed as a possible option. Staff will contact the current occupant to determine their intentions and availability.
- Ms. Eilber discussed the recent removal of several large diseased trees near the mansion due to safety concerns following storms. A proposal was discussed to plant and maintain a single tree in the area as a focal point visible from PA 611 and suitable for Christmas decoration. The Board indicated support for the concept.
- Ms. Kelly asked for an update on the vacancy on the planning commission with Ms. Masker reporting that the vacancy has been advertised and one letter of interest has been received.
- Ms. Eilber requested an executive session following the meeting regarding Real Estate and Personnel.

16. Solicitor Armstrong Comments/Updates

Solicitor Armstrong requested an executive session following the meeting for Legal and Litigation.

17. Board of Supervisors Executive Sessions

- After: Tuesday, August 18, 2026 from 7:15pm-8:12pm Regarding Real Estate and Personnel

18. Adjournment

Ms. Colgan made a motion seconded by Ms. Ruiz-Smith to adjourn the meeting at 7:09pm.

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

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

Next Regular Board Meeting: Tuesday September 1, 2026 at 6:00pm.

Submitted by _____ Date _____
Erin Masker, Township Secretary

Witnessed by _____ Date _____
William Weimer, Chairman

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Erin Masker

From: Daren Martocci <dmartocci@kceinc.com>
Sent: Thursday, August 20, 2026 11:48 AM
To: Erin Masker
Subject: Act 537 Sewage Planning Module - PA American Water
Attachments: Coolbaugh Township Act 537 Component 3 - 8.4.26.pdf

CAUTION: This email originated outside of your organization. Please exercise caution when opening attachments or clicking links, especially if you do not recognize the sender.

Hi Erin,

I was able to review Reilly's email and the Planning Module Submission.

The next step is for the Board of Supervisors to consider and adopt a Resolution at a public meeting approving the revision to the Official Sewage Facilities Plan and authorizing its submission to DEP. The resolution form can be found on pg. 13.

After the Resolution is adopted, you can complete the following sections of the Planning Module:

- **Page 9 – Certification Statement:** Sign and date this section, as our review has determined the submission is complete.
- **Page 11 – Transmittal Letter:** Sign and date the transmittal letter.
- **Page 13 – Resolution for Plan Revision for New Land Development:** Complete this section once the Board has approved the resolution.

After that, it can be sent back to Reilly – they take care of the rest.

I know this is a fair amount of information, so feel free to reach out if you would like to discuss any part of the process.

Hope this was helpful!

Daren

Daren Martocci, Vice President
Client Service Director



Mobile: 610.704.9321

Direct: 484.860.3583

dmartocci@kceinc.com

[Connect with me in Teams](#)



RESOLUTION FOR PLAN REVISION FOR NEW LAND DEVELOPMENT

Resolution #13-2026

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

WHEREAS Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the *Pennsylvania Sewage Facilities Act*, as Amended, and the rules and Regulations of the Pennsylvania Department of Environmental Protection (DEP) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters of the Commonwealth and/or environmental health hazards from sewage wastes, and to revise said plan whenever it is necessary to determine whether a proposed method of sewage disposal for a new land development conforms to a comprehensive program of pollution control and water quality management, and

WHEREAS PA AMERICAN WATER COMPANY has proposed the development of a parcel of land identified as
land developer

Summit Point Well Station - 234 Pocono Road, and described in the attached Sewage Facilities Planning Module, and
proposes that such subdivision be served by: (check all that apply), ☐ sewer tap-ins, ☐ sewer extension, ☒ new treatment facility, ☐ individual onlot systems, ☐ community onlot systems, ☐ spray irrigation, ☐ retaining tanks, ☐ other, (please specify). _____

WHEREAS, COOLBAUGH TOWNSHIP finds that the subdivision described in the attached
municipality
Sewage Facilities Planning Module conforms to applicable sewage related zoning and other sewage related municipal ordinances and plans, and to a comprehensive program of pollution control and water quality management.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Township

of Coolbaugh hereby adopt and submit to DEP for its approval as a revision to the "Official Sewage Facilities Plan" of the municipality the above referenced Sewage Facilities Planning Module which is attached hereto.

I _____, Secretary, Coolbaugh
(Signature)

Township Board of Supervisors (Borough Council) (City Councilmen), hereby certify that the foregoing is a true copy of the Township Resolution # 13-2026, adopted, _____, 20_____.

Municipal Address:

5520 Municipal Drive
Tobyhanna, PA 18466

Seal of
Governing Body

Telephone 570.894.8490

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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

8/28/2026

Board of Supervisors

The property located at 5173 Classic Dr, Tobyhanna PA, 18466, with the owner of Steven Janovecsic, suffered damage resulting from a fire.

The structure has been renovated to the specifications of the Building Dept with the building passing inspection report attached.

There are no delinquent taxes on the property as per Monroe County Tax Claim Office, certificate number 6045635 attached.

There was a check in the amount of \$9,758.27 received from the insurance company (copy attached)

The fire escrow for the full amount can be returned to the property owner.

Tomas Keane

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Membrane Replacement

To:	Coolbaugh Township, referred to here as Coolbaugh or Buyer	Date:	August 19, 2026
		No. of Pages:	30 including cover
Attention:	Meredith Thompson	Email:	mthompson@coolbaughtwp.org
Plant Address:	Coolbaugh Township 5550 Memorial Blvd, Tobyhanna, PA 18466	Telephone No.:	570 894 8490
		Cell No.:	570 242 5229
		Fax No.:	570 894 8413
From:	Matt Stapleford Regional Lifecycle Manager Northeast USA	Email:	matthew.stapleford@veolia.com
		Cell No.:	905 334 4035
CC:			
Subject:	One train replacement + cassette refurbishment + on-site service	Proposal No.:	712995-0
		Original Project No.:	500384
Plant Data:	Please provide corrections if inaccurate Coolbaugh Township, Municipal Wastewater Treatment Plant, 2 trains, one with 1 X ZW500D 48/48M cassettes with 370ft ² modules, the second one with 1 X ZW500D 48/48M cassettes with 395ft ² modules		

Legal Entity for Contracting:
ZENON Environmental Corporation
3600 Horizon Blvd., Trevose, PA, 19053

2. Veolia Scope & Price

Veolia's scope includes the material and services outlined in the table below. The sections that follow provide additional detail regarding each scope item.

Item Description	Part #	Quantity	Price
ZW500D RX12 430ft ² membrane modules, see membrane modules section	3184788 3184265	48	134,206
2-year full replacement membrane warranty, see warranty section		incl.	
Cassette refurbishment components, see cassette refurbishment section		1 set	
Hardware and consumables, see hardware & consumables section		Lot	
Off-site support - project management, see off-site support section		Incl.	16,560
International shipment and fees, see delivery section		Incl.	
Freight, DDP project site, see delivery section	3095534	Incl.	
Trade surcharge, see delivery section ^{Note 1}		Incl.	
Material, off-site labor, delivery		Sub-total	163,710
On-site support - 2 x FSRs, each on-site for 2 x 10-hour days plus travel & living, see on-site support section	135491	1 visit	16,560
On-site support		Sub-total	16,560
All figures are in USD and exclude taxes, which will be applied at the time of invoicing. Please make purchase order to ZENON Environmental Corporation		Total Price	180,270

Note 1: As of the date of this proposal, ZeeWeed membranes and components manufactured in Hungary are subject to a 10% tariff plus a 3.9% duty on ZeeWeed membranes not shipped in operational cassette frames. Tariffs, duties, and costs to administer tariffs/duties have been included herein. Veolia reserves the right to adjust our pricing at the time of order and/or importation based on any material changes to tariffs, duties, or other government-imposed costs that directly impact our pricing.

Proposal Notes:

- Given the evolving geopolitical landscape and the potential for changes in tariffs, duties, and trade regulations, Veolia's pricing is based on the current market conditions and applicable foreign and domestic trade policies as of the date of this proposal. Veolia reserves the right to adjust our proposal pricing and schedule accordingly if any changes to tariffs, duties, or other government-imposed costs impact our pricing or time of performance.

At Veolia, we remain committed to our customers. We will continue to communicate any impacts as they become known.

- Veolia's proposed price for ZeeWeed membranes is subject to adjustment between the period from the expiry of the proposal validity up to shipment of membranes according to upward changes in the following indices:
 - 40%: PPI Industry Index for Hungary: [LINK to Industry Index](#)
 - 60%: PPI Chemical Industry for European Union: [LINK to EU Chemical PPI](#)

In the event that either index becomes unavailable, a suitable equivalent replacement index will

be agreed between the parties. The buyer has the right to request that the supplier supports any price increase with market pricing data, within the bounds of commercial confidentiality.

- **Shipment/Collection Delays:** The membrane sale will be subject to price adjustment if not collected within 1 month of Readiness for Shipment. After the one month of Readiness for Shipment if Purchaser does not send agreement to receive or collect the membranes (depending on Incoterms), Seller is entitled to reallocate the membranes to another customer.

Invoicing Schedule	Approximate % of Sub-Total	Invoice Value, Excluding Tax
An invoice will be issued upon acceptance by Veolia of customer purchase order. Approximate percent calculation based on the material, off-site labor, delivery sub-total of the purchase order. Shipment of membranes is contingent on receipt of this initial milestone payment.	30%	\$49,113
An invoice for the balance of the material, off-site labor, delivery sub-total will be issued when membrane module shipping documents are supplied to the carrier.	70%	\$114,597
A final invoice for the on-site support sub-total will be issued upon completion of installation.	100%	\$16,560
TOTAL		\$180,270

3. Material Description

The following materials are provided within Veolia's scope of supply.

3.1. Membrane Modules

48 x ZeeWeed 500D 430ft² wastewater membrane modules.

3.2. Hardware & Consumables

- 12 x #118 spare EPDM permeate spigot o-rings;
- 3 x spare ZW500D element end cap keys;
- 3 X ZW500D blank header set;
- 2 x o-ring lubricant (food grade);
- 2 x anti-seize lubricant (food grade).

3.3. Cassette Refurbishment

Veolia will supply components for refurbishment of 1 x 500D 48/48M cassette frame.

Cassette refurbishment service allows you to fully recondition your cassettes at less cost than purchasing new cassettes. Cassettes will be refurbished at the Coolbaugh facility. Cassette refurbishment includes the following:

- Removal of all existing plastic parts and associated hardware;

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To: Coolbaugh Township Board of Supervisors

From: Coolbaugh Township Parks and Recreation Commission

Date: Thursday August 27, 2026

Re: Goulbaugh Event

Dear Coolbaugh Township Board of Supervisors,

The Coolbaugh Township Parks and Recreation Commission will be hosting our annual Goulbaugh Event in the township park Saturday October 31, 2026 from 1:00 pm until 3:00 pm. This is a free event for the children. We will be inviting other members of our community/township to participate. We request permission to have DPW pick up the pumpkins at a location to be determined. We will also need three DPW workers to drive the tractor, cleanup and other tasks from 12:00 pm to 4:00 pm the day of the event.

Thank you for your consideration and for your continued support.

Sincerely,

Coolbaugh Township Parks and Recreation Commission

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Pocono Mountain Regional
Emergency Medical Services
"Excellence, Honor, and Compassion"

Pocono Mountain Regional EMS

135 Tegawitha Road
Tobyhanna, PA 18466
www.pmrems.org

August 27, 2026

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

Dear Supervisors,

On behalf of Pocono Mountain Regional Emergency Medical Services (PMREMS), I respectfully submit this formal request for the disbursement of our **2026 EMS Tax Fund allotment in the amount of \$500,000.00.**

PMREMS remains committed to delivering the highest standard of pre-hospital care to our community, care that is provided with compassion, honor, and integrity. We couldn't provide the care our team provides with out your continued support to the organization.

We continue to be honored to serve all the residents, along with the visitors of Coolbaugh Township and are committed to remaining a model of best practices in regionalized EMS delivery. We thank you for your continued support and respectfully request your approval for this disbursement.

Sincerely,

A handwritten signature in black ink, appearing to read "Nick DeWitt".

Nick DeWitt
Pocono Mountain Regional EMS

135 Tegawitha Road, Tobyhanna, PA 18466

Phone: 570-839-8485 Fax: 570-839-0777

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
SEPTEMBER 1, 2026**

DATE	CK #	DESCRIPTION	AMOUNT
8/19/2026		Payroll Transfer	\$ 58,000.00
8/21/2026		Payroll Transfer	\$ 12,000.00
8/19/2026		Pension	\$ 12,000.00
9/1/2026		General Fund	\$ 408,055.43
		Total General Fund	\$ 490,055.43
9/1/2026		Escrow Fund	\$ 10,551.02
		Total Escrow Fund	\$ 10,551.02
9/1/2026		Sewer Fund	\$ 31,859.74
		Total Sewer Fund	\$ 31,859.74
9/1/2026		Coolbaugh Fire	\$ 425,000.00
9/1/2026		Volunteer Fire Departments	\$ 25,000.00
		Total Fire Tax Fund	\$ 450,000.00
		TOTAL DISBURSEMENTS	\$ 982,466.19

CASH TRIAL BALANCE AS OF AUGUST 26, 2026

General Fund Checking	\$ 9,955,130.78
American Rescue Plan Fund	1,622,435.92
Payroll Checking	13,422.87
Rainy Day Fund Savings	1,021,489.13
Total General Fund	\$ 12,612,478.70
Fire Tax - Coolbaugh Twp VFD	\$ 668,354.33
Fire Tax - Volunteer Fire Departments	51,459.20
Fire Tax - Coolbaugh Fire Building Fund	1,042,612.62
Total Fire Fund	\$ 1,762,426.15
EMS	\$ 524,218.42
Total EMS Fund	\$ 524,218.42
Sewer Fund Checking	\$ 14,447.17
Sewer PennVest Checking	28.69
Total Sewer Fund	\$ 14,475.86
Capital Projects Fund Checking	\$ 17,355.12
Total Capital Projects Fund	\$ 17,355.12
Emerg. Services Fund Money Market	\$ 212,311.71
Emerg. Services Fund Checking	22,036.85
Total Emergency Services Fund	\$ 234,348.56
Liquid Fuels Fund Checking	\$ 615,493.03
Total Liquid Fuels Fund	\$ 615,493.03
Escrow Fund Checking	\$ 643,633.78
Escrow Fund Clarius Checking	63,450.56
Total Escrow Fund	\$ 707,084.34
TOTAL ALL FUNDS	\$ 16,487,880.18

List of Bills GENERAL FUND CHECKING

Check#	Vendor	PO	Description	Amount	Check Total
13425	ALFRED MASKER	29223	BOOT ALLOWANCE	178.95	178.95
13426	AMAZON CAPITAL SERVICES	29199	NOTE PADS	45.07	45.07
13427	AMERICAN UNITED LIFE INS. CO.	29237	Sept 2026 - Life/Disability Insurance	1,420.78	1,420.78
13428	AUTO PARTS OF MT POCONO	29206	PART/SHOULDER MOWER	29.08	29.08
13429	CANON FINANCIAL SERVICES, INC.	29213	SCANNER	189.50	
		29214	SCANNER	189.50	379.00
13430	CCI WASTE & RECYCLING SERVICE, INC.	29217	RECYCLING	4,716.00	4,716.00
13431	CINTAS -	29184	FIRST-AID CABINETS	232.22	232.22
13432	CINTAS CORPORATION	29188	UNIFORMS	43.77	
		29189	MATS/ UNIFORMS	506.73	
		29238	Uniforms/Floor Mats	95.26	
		29239	Uniforms/Shop Towels	43.77	689.53
13433	CREATIVE WORKS SYSTEM	29195	SYSTEM MAINTENANCE	555.00	555.00
13434	CURTIN & HEEFINER LLP	29224	PERMIT APPEAL	550.00	550.00
13435	DALEVILLE ACE HARDWARE	29219	CHAINSAW	487.99	487.99
13436	GRIM, BIEHN & THATCHER	29228	Legal Services	4,966.25	4,966.25
13437	H & K GROUP, INC	29198	ASPHALT	411.33	411.33
13438	HIGHMARK BLUE SHIELD	29192	SEPTEMBER	51,234.44	51,234.44
13439	K C TREE SERVICE LLC	29221	TREE REMOVAL	250.00	
		29222	TREE REMOVAL	2,650.00	2,900.00
13440	KCE KEYSTONE CONSULTING ENGINEERS	29205	FIRE CO./MAIN STREET/LAUREL VIEW/PMCC WH	4,052.00	4,052.00
13441	MARSHALL POPE	29207	BOOT ALLOWANCE	265.17	265.17
13442	NORTHEAST SIGNAL & ELECTRIC CO., INC	29191	611 /SR423 7/24-7/29	1,080.50	
		29233	Traffic Light Maintenance	615.00	1,695.50
13443	P P & L	29200	89631-95000 TRAFFIC SIGNAL	82.00	
		29201	64488-49005 RTE 611	83.30	
		29202	43281-27004 MUNICIPAL;	2,162.46	
		29211	89343-21023 SPEED LIMIT	27.36	
		29212	54691-27003 DPW	446.89	
		29234	39910-23005 196 & Country Place	68.12	
		29235	36034-04005 Echo Lake & 196	45.84	
		29236	88900-24001 Garage	37.08	2,953.05
13444	PENNSYLVANIA AMERICAN WATER CO	29231	Water Utilities	2,436.99	2,436.99
13445	PENNSYLVANIA PAPER & SUPPLY CO.	29185	SUPPLIES	507.51	507.51
13446	POCONO MOUNTAIN REGIONAL EMS	29181	DONATION/SEPT	10,000.00	10,000.00
13447	POCONO MOUNTAIN REGIONAL POLICE DEP	29182	SEPT	288,874.05	288,874.05
13448	PRIMO BRANDS	29190	BOTTLE WATER	160.18	160.18
13449	PURE WATER SYSTEMS	29186	MONTHLY SERVICE WATER DPW	150.00	150.00
13450	S & G ASPHALT MAINTENANCE	29193	TRAFFIC LIGHT EPOXY PAINT	10,730.00	10,730.00
13451	S & H SUPPLY CO., INC.	29218	PARK RESTROOMS FILTERS	21.94	21.94
13452	STEPHENSON EQUIPMENT INC.	29187	BEAST	8,305.54	
		29240	Beast Parts	1,088.39	9,393.93
13453	SUBURBAN PROPANE	29194	FUEL	2,962.52	2,962.52
13454	TEAMSTERS LOCAL 773	29196	AUGUST DUES	845.00	845.00

List of Bills continued...

Check#	Vendor	PO	Description	Amount	Check Total
13455	TK ELEVATOR CORPORATION	29229	Elevator - Service Contract Renewal	1,722.00	1,722.00
13456	TRAISR,LLC	29225	SaaS July	1,300.00	1,300.00
13457	VERIZON WIRELESS	29227	Cell Phones	1,189.95	1,189.95
Totals				408,055.43	408,055.43

Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
01.101.000	GENERAL FUND CHECKING			-	408,055.43
01.230.650	UNION DUES			845.00	
01.400.000	GENERAL GOV'T	10,556.46			
01.401.000	MANAGER -EXECUTIVE	45.07			
01.404.000	LAW	5,312.75			
01.408.000	ENGINEER	3,188.00			
01.409.000	BUILDING & PLANTS	6,829.70			
01.410.000	POLICE	288,874.05			
01.411.000	FIRE	2,276.90			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.414.000	ZONING OFFICE	2,367.50			
01.426.000	COMPOST FACILITY	9,393.93			
01.427.000	SOLID WASTE COLLECTION / DISPO	4,716.00			
01.430.000	DPW-HIGHWAYS ROADS STREETS	3,582.44			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	14,894.58			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	517.07			
01.438.000	DPW-HIGHWAY REPAIR & MAINT	411.33			
01.454.000	PARKS	21.94			
01.487.000	EMPLOYEE BENEFITS	44,222.71			
Totals		407,210.43	-	845.00	408,055.43

Total By Fund

Fund	Amount
01 - GENERAL FUND	408,055.43

List of Bills

CHECKING

Check#	Vendor	PO	Description	Amount	Check Total
3670	ATC GROUP SERVICES,LLC DEPOSITORY	29230	WWTP - Engineering Services	19,392.50	19,392.50
3671	COMMONWEALTH OF PA	29232	PennWorks Loan	965.46	965.46
3672	DALEVILLE ACE HARDWARE	29220	PARTS	19.96	19.96
3673	ENVIRONMENTAL SERV. CORP.	29179	8/6/2026 sludge hauling	898.38	
		29197	8/19 SLUDGE HAULING	574.00	
		29216	8/18 SLUDGE HAULING	570.24	
		29226	7/9-7/10 SLUDGE REMOVAL	1,205.40	3,248.02
3674	MAIN POOL & CHEMICAL CO	29215	SOLUTION SULFATE	1,212.00	1,212.00
3675	NORTH END ELECTRIC	29183	EQ TANK PUMP	1,570.00	
		29208	SOLENOID VALVE	1,469.81	3,039.81
3676	P P & L	29209	26491-26001	3,847.24	
		29210	04090-21003 PUMP STA	134.75	3,981.99
Totals				31,859.74	31,859.74

Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
08.101.000	CHECKING			-	31,859.74
08.269.500	PENNWORKS 2008 GOB			932.36	
08.429.200	SUPPLIES	1,231.96			
08.429.313	ENGINEERING SERVICES	19,392.50			
08.429.361	ELECTRIC	3,981.99			
08.429.374	MAINT/REPAIR EQUIPMENT	3,039.81			
08.429.452	SLUDGE HAULING	3,248.02			
08.472.106	PENNWORKS INTEREST LN #99900048	33.10			
Totals		30,927.38	-	932.36	31,859.74

Total By Fund

Fund	Amount
08 - SEWER FUND	31,859.74

List of Bills ESCROW FUND CHECKING

Check#	Vendor	Account	Account Name	PO	Description	Amount	Check Total
1421	GRIM,BIEHN & THATCHER	85.250.328	TOBYHANNA DEVELOPMENT - 1545 PROSPECT ST	29228	1545 Prospect - ZHB	388.50	388.50
1422	HANOVER ENGINEERING ASSOC.,INC.	85.250.593	TOWNSHEND INDUSTRIAL ASSET, LLC	29180	TOWNSHEND/IMPERIAL	230.63	230.63
1423	KCE KEYSTONE CONSULTING ENGINEERS	85.250.595	COOLBAUGH SOUTH OWNER LLC	29205	PMCC WH	216.00	
		85.250.593	TOWNSHEND INDUSTRIAL ASSET, LLC		CORP.CENTER	8,131.89	
		85.250.326	FINISH LINE AUTO BODY		FINISH LINE	720.00	
		85.250.328	TOBYHANNA DEVELOPMENT - 1545 PROSPECT ST		WAWA	144.00	
		85.250.353	KNIPE - LOT CONSOLIDATION		KNIPE	72.00	
		85.250.369	STEWART - LOT CONSOLIDATION		STEWART	144.00	
		85.250.374	ALLEN/ROMEO - LOT CONSOLIDATION		ROMEO	504.00	9,931.89
Totals						10,551.02	10,551.02

Total By Fund

Fund	Amount
85 - ESCROW	10,551.02

List of Bills

Fire Tax - Coolbaugh Twp VFC

Check#	Vendor	PO	Description	Amount	Check Total
1051	COOLBAUGH TWP. VOL. FIRE CO.	29203	AERIAL APPARTUS/TELEHANDLER & SKIDSTEER	425,000.00	425,000.00
Totals				425,000.00	425,000.00

Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
04.102.001	Fire Tax - Coolbaugh Twp VFC			-	425,000.00
04.411.000	TAX DISBURSEMENTS	425,000.00			
Totals		425,000.00		-	425,000.00

Total By Fund

Fund	Amount
04 - FIRE TAX FUND	425,000.00

List of Bills

Fire Tax - Volunteer Fire Departments

Check#	Vendor	PO	Description	Amount	Check Total
1010	THORNHURST VOLUNTEER FIRE & RESCUE	29204	Tax Release - FIRE NOZZLES	25,000.00	25,000.00
Totals				25,000.00	25,000.00

Total By Account

Account	Description	Current Yr	Approp. Yr	Other	Credit
04.102.005	Fire Tax - Volunteer Fire Departments			-	25,000.00
04.411.000	TAX DISBURSEMENTS	25,000.00			
Totals		25,000.00		-	25,000.00

Total By Fund

Fund	Amount
04 - FIRE TAX FUND	25,000.00