

**COOLBAUGH TOWNSHIP  
MUNICIPAL CENTER**

5520 MUNICIPAL DRIVE, TOBYHANNA, PA. 18466

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

[WWW.COOLBAUGHTWP.ORG](http://WWW.COOLBAUGHTWP.ORG)

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION AGENDA  
AUGUST 5, 2025**

1. Discussion on Grant Funding and Project Prioritization
2. Public Comment



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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**

**REGULAR MEETING AGENDA**

**August 5, 2025**

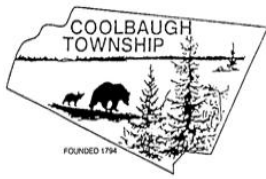
**Roll Call**

**BOARD OF SUPERVISORS**

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

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

1. Public input
2. Approval of minutes / notes:
  - July 15, 2025- Regular Meeting Minutes
3. Discussion on Amendment to Intermunicipal Sewer Service Agreement (Act 537 Plan Amendment)- Coolbaugh Township - Mount Pocono Municipal Waste Authority
4. Authorization for Township Secretary, Erin Masker to Execute the Sewage Planning Module Resubmissions for Pocono Mountain Corporate Center Warehouse
5. Approval of Minor Subdivision joining Lots 14 & 15, Block A-1905, Arrowhead North, Property Owner Francesco Pasceri
6. Awarding of the Municibid Winning Bidder Heidi Arnold of the 2011 International Workstar 7400 SFA 4x2 in the Amount of \$10,000.00
7. Coolbaugh Township Volunteer Fire Company Request for Solicitor Armstrong to Review and Render an Opinion on the Finance Agreement for the Purchase of the Sutphen SL75 and Sutphen SPH100 Trucks with the Fees for the Professional Services to be Reimbursed by the Fire Company



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8. Authorization to Release Fire Escrow in the Amount of \$ 3,120.00 for the property located at 2133 Little Billy Lane, Tobyhanna, Property Owner Baez Diocorides -Property has been demolished and all debris has been removed
9. Zoning Hearing Board Request to Add the Notice to Applicants for Relief from the Zoning Hearing Board to the Online Hearing Application Relating to Authorized Representatives
10. PSATS In Person Training Opportunities: DPW Expo and Regional Forums
11. Military Memorial Monument Paver Cost Estimate for Engraving
12. Current Obligations
  - General Fund \$ 449,017.08
  - Escrow Fund \$ 10,396.51
  - Sewer Fund \$ 20,406.23
  - Total Disbursements \$ 479,819.82**
13. Request for DPW Overtime on Saturday September 6<sup>th</sup>, 2025 from 1:00pm-5:00pm
14. Hearing on authorization of Fire Company purchase of Sutphen SL75 and Sutphen SPH 100 pursuant to Section 147.f. of the Internal Revenue Code.
15. Business Manager Comments/Updates
16. Solicitor Armstrong Comments/Updates
17. Board of Supervisors Executive Sessions
18. Adjournment

**Upcoming Events**

- **Coolbaugh Township Historical Association Community Yard Sale:** Saturday, August 9, 2025, from 9am-3pm (Rain date August 10<sup>th</sup>) at the Municipal Complex 5590 Municipal Drive

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**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**REGULAR MEETING MINUTES**  
**July 15, 2025**

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

**Board Members Present:**

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

**Board Members Absent:**

None

**Staff Present:**

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

**Staff Absent:**

None

**Announcements**

Mr. Weimer announced the following:

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

**1. Public input**

- D. Pope stated that he was dropping off brush to the recycling yard and was asked for his recycling card which we are no longer required to obtain when applying online. He stated that we need to make sure that everyone knows what is and is not required at the yard.

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

- July 1, 2025- Regular Meeting Minutes

*Ms. Ruiz-Smith made a motion second by Ms. Colgan to Approve the July 1, 2025 meeting minutes as presented.*

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

**3. Monthly/ Quarterly Reports**

- Pocono Mountain Regional Police Report- Presented by Mr. Weimer; he stated that there is an increase in vehicle theft and larceny. He also stated that the department has been speaking at community events to bring awareness to the fraud that is going on and how to combat it. He also stated that there was a vehicle into the Police Department accident and there is construction taking place there currently.
- Pocono Mountain Regional EMS Report- Presented by Ms. Colgan; she stated that they had their pre-construction meeting for the bid that went out and will close in August. Ms. Ruiz-Smith asked if the prospective bidders that attended were local, with Ms. Colgan stating that some of the contractors in attendance looked familiar. The Regional Round-Up is being held on August 21<sup>st</sup> at Skytop.
- Coolbaugh Township VFC- Presented by Mr. Keane

- Gouldsboro VFC- Presented by Mr. Weimer
- Pocono Summit VFC- No report available
- Thornhurst VFC- Presented by Dan Serfoss; they have an upcoming purse bingo this Saturday.
- Pocono Mountain Public Library- Presented by Ms. Kelly

#### 4. Zoning and Short-Term Rental Report

Presented by Mr. Keane. Mr. Weimer asked if a dangerous structure report be provided quarterly as well so that we can engage Solicitor Armstrong with any problem properties.

#### 5. PMCC Warehouse Sewage Planning Module (Michael Hartman)-1901 Corporate Center Dr., Tobyhanna

Michael Hartman ,Schlouch, Inc. was in attendance on behalf of the applicant. He stated that he is back before the Board as there were clerical errors that needed to be corrected in the previously submitted sewage planning module, which were outlined in the DEP review letter dated January 16, 2025. M. Hartman stated that the DEP requires that the township sign off when resubmitting and stated that the Township Engineer reviewed the submission and did not have any comments or issues with it.

- **Discussion:** Ms. Kelly reviewed the history of the sewage planning module submission and asked why it was completed after the building was constructed with M. Hartman stating that they were under the impression that there were EDU's previously assigned to that property and then found out that there were not. Therefore, they had to submit the sewage planning module to correct this issue. Ms. Kelly asked about the party responsible should there be a lateral failure; would it become the Township's responsibility. M. Hartman stated that it would be the owner's issue, with Solicitor Armstrong stating that it would be the owner and if the owner didn't fix it, it would be the Municipal Authority's responsibility if neither of them fixed it then the Township would have to handle it. Stating that we are in a better position with the Mount Pocono Municipal Authority as the operator than an private entity. Ms. Kelly stated that she heard the same from DEP. Ms. Kelly asked about the flow calculations in the planning module to have a clearer understanding of how that number was determined. M. Hartman stated that he was not able to locate the agreement that he thought he had which showed the ownership of the lateral but provided a couple sheets from the MPMWA operations manual, stating that he will forward the entire document to the Township for review. Discussion continued with Ms. Kelly asking about the specifics of the lines, the system and location of items. A lengthy discussion took place regarding plan and project timelines. M. Hartman stated that he is just trying to fix an error to make it right. Discussion continued.

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to Grant Conditional Approval of the Sewage Planning Module Revisions and Authorize Ms. Masker to Sign the Submission when the agreements showing lateral ownership between the applicant and the Mount Pocono Municipal Waste Authority/ Pocono Mountain Industries are submitted and found to be acceptable by the Township Professionals and Board of Supervisors.*

- **Discussion:** J. Miller stated that he applauds the Board for reviewing the information when it comes to Land Development Plans but does not understand why the Board continues to grant conditional approvals when applicants still need outside agency approvals. Solicitor Armstrong stated that there is case law that a Board cannot deny a plan for outside agency approvals. Ms. Kelly stated that she would like to see the case law on this. D. Pope stated that developers build the warehouses and then go back to living their lives away from here and we are left to deal with them.
- **Vote:** 3-2-0, motion passes.

**6. Authorization for Financial Security Reduction WGH Trucking (Route 196)**

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to Authorize the Partial Release of Financial Security in the Amount of \$281,747.28 leaving a Required Remaining Balance of \$39,686.95 for the WGH Trucking Land Development Plan in accordance with Township Engineer Greg Haas's review later dated July 14, 2025.*

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

**7. Reaffirm the Previously Approved Agreement for 89 Westwood Blvd., Gouldsboro, and Authorize Revising the Agreement to Reflect the New Property Owners**

*Ms. Colgan made a motion second by Ms. Ruiz-Smith to Reaffirm the Previously Approved Well Isolation Distance Waiver for 89 Westwood Blvd., Gouldsboro, and Authorize the Agreement to be Revised to Reflect the new owner names, Jonathan and Rebecca Walley.*

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

**8. Authorization for DPW to Construct the Driveway for the New Fire Station at 443/447 Route 196, Tobyhanna with the Cost to be Paid from the Coolbaugh Township Volunteer Fire Company Tax Fund**

Mr. Weimer stated that the plan for the driveway construction was reviewed by the DPW Foreman, and it was determined that his crew would be able to complete some of the project, but that some would have to be contracted out. He stated that he would like DPW to do the part that they can and then they will hire a contractor for the remainder. Ms. Kelly asked what the impervious area was. Mr. Weimer was unsure at the time. Solicitor Armstrong asked for clarification on the following: the scope of work that DPW is expected to complete, the process/responsibility for purchasing materials-will the fire company purchase the materials themselves and then request a reimbursement for those expenses from the fire tax fund, and also stated that we should check our insurance as we are authorizing our township staff to complete work on behalf of another entity. Ms. Ruiz-Smith stated that we need a letter from the fire company requesting to have the work done and what the work will be. D. Pope stated that if we are contracting our DPW to do work for the fire company then they should be responsible for paying the wages, maintenance, material, fuel and any other expenses for the project, asking how you are going to keep track of the expenses. He also stated that having DPW do this work is taking them away from the township work, shoulders, signs, and other road work that needs to be done. H. Smith expressed his concerns on the road shoulders. Mr. Weimer stated that DPW is still completing their regular scheduled work, and the fire company is requesting that this work be completed by DPW to save the taxpayers money. D. Pope asked how much money the fire company gets from taxes being advised approximately \$1.5 million if all taxes are paid. Discussion continued.

*Ms. Ruiz-Smith made a motion second by Ms. Colgan to Table the Request for DPW to Construct the Driveway for the New Fire Station at 443/447 Route 196, Tobyhanna with the Cost to be Paid from the Coolbaugh Township Volunteer Fire Company Tax Fund.*

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

**9. Authorization for DPW to Tear Down the EMS Building when it's Allowed to Come Down**

*Ms. Colgan made a motion second by Ms. Ruiz-Smith to Table the Authorization for DPW to Tear Down the EMS Building when it's Allowed to Come Down.*

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

**10. Authorization to Approve the Quote from General Code for the Coolbaugh Township Codification Update of Ordinances**

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to Approve the Quote in the amount of \$2,345.00 to \$3,020.00 received from General Code for the Coolbaugh Township Codification Update of Ordinances*

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

**11. Adoption of Proclamation for Coolbaugh Township National Night Out Saturday, July 26, 2025 from 5-8pm**

*Ms. Colgan made a motion second by Ms. Rogan to Adopt the Proclamation for Coolbaugh Township National Night Out, Saturday, July 26<sup>th</sup> from 5-8pm.*

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

**12. Approval of Quote from Barry Isett and Associates for the 2021 International Fire Code Adoption/ Fire Code Inspection Program**

*Ms. Rogan made a motion second by Mr. Weimer to Approve the Quote from Barry Isett and Associates dated July 10, 2025, for the 2021 International Fire Code Adoption/ Fire Code Inspection Program.*

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

**13. Resolution #09-2025: An Ordinance Implementing Act 57 of 2022**

*Mr. Weimer made a motion second by Ms. Colgan to Adopt Resolution #09-2025; An Ordinance Implementing Act 57 of 2022.*

- **Discussion:** Solicitor Armstrong stated that the ordinance allows the tax collector to waive fees for certain cases that are outlined in the ordinance. It is specific to the fees and not to the actual tax that is due.
- **Vote:** All in favor, motion passes.

**14. Authorization to Execute the Grant Match Waiver Request Letter for the Proposed Main Street Revitalization Project**

*Ms. Rogan made a motion second by Mr. Weimer to authorize the Execution of the Grant Match Waiver Request Letter for the Proposed Main Street Revitalization Project.*

- **Discussion:** Ms. Thompson stated that Municipalities are able to request a waiver of the match fee associated with this multimodal grant. She stated that the project would include safety upgrades including sidewalks, crosswalks, drainage improvements and lighting to make the street safer for walking.
- **Vote:** All in favor, motion passes.

**15. Resolution #10-2025: Authorizing the Application and Designating Authorized Signers for the DCED Multimodal Grant Application**

*Ms. Colgan made a motion second by Ms. Rogan to Adopt Resolution #10-2025: A Resolution Authorizing the Application and Designating Authorized Signers for the DCED Multimodal Grant Application*

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



**16. Controller Report**

Presented by Mr. Dixon. He stated that the Intern Jayla that is in attendance at the meeting this evening created a report for the sewer fund that he read to the Board and asked if they would like that report quarterly as well. The Board thanked Jayla and stated that they would like that report. Ms. Ruiz-Smith asked for a report of the number of properties that are in arrears and the amount that they are in arrears, without providing names and addresses.

**17. Current Obligations**

• General Fund	\$ 92,836.82
• Escrow Fund	\$ 1,422.00
• Sewer Fund	\$ <u>10,154.12</u>
<b>Total Disbursements</b>	<b>\$ 104,412.94</b>

*Ms. Colgan made a motion second by Ms. Kelly to Approve the Current Obligations in the Amount of \$104,412.94.*

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

**18. Business Manager Comments/Updates**

Ms. Thompson stated that the Safety Committee has been completing their safety inspections at township facilities and following their meeting today they inspected the municipal building and the two garages on the campus. Ms. Thompson stated that she would like to continue holding quarterly training sessions with both Admin and DPW, therefore, there may be a day when the recycling yard is closed for an hour for this training to occur. We will be sure to post it and share it on Savvy Citizen in advance. Ms. Thompson stated that Ms. Masker has been working very hard on the National Night Out Event and stated that she has some speaking engagements with radio stations and television stations that are coming up next week, so she and Ms. Masker will be out of the office at times next week for the promotion of NNO. Ms. Thompson asked Ms. Masker to speak on the event with Ms. Masker stating that we are hoping that we have a great turnout to honor our Fire, Police, EMS, Military and County Agencies that will be in attendance. She stated that Walmart DC made a very generous donation of food for the event which we will be serving at no charge during the event. There will be bounce houses, face painting, music by Regina Sayles, popcorn, cotton candy, a K9 demonstration by PMRPD and a park history walk with Bill Leonard of the CTHA and many more exciting events throughout the night. She stated that she hopes to see everyone there.

Ms. Thompson asked for a brief executive session for personnel following the meeting.

**19. Solicitor Armstrong Comments/Updates**

Solicitor Armstrong stated that the bank for the anticipated new owner of the property located at 1180 Corporate Center Drive East, Imperial Realty Land Development, mistakenly sent the Letter of Credit to the Township pre-maturely and is requesting that it be returned to them until the closing when it was supposed to be sent originally. Does the Board have any issue with me advising Ms. Masker to return the financial security to the Bank per the applicants' request as we currently have no reason to have it. The Board had no issue with the request.

**20. Board of Supervisors Executive Sessions**

- July 15, 2025 from 7:43pm-7:47pm- Re: Personnel

**Upcoming Events:**

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

**21. Adjournment**

*Ms. Colgan made a motion second by Ms. Ruiz-Smith to adjourn at 7:39pm.*

• **NEXT BOARD WORK SESSION / MEETINGS:**

At the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna PA 18466 Work Session/ Business Meeting Tuesday, August 5, 2025 at 6:00pm

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

**Witnessed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**William Weimer, Chairman**

**4**

**Erin Masker**

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

Michael, Erin, & Patrick,

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

Regards,  
Greg

Gregory S. Haas, P.E.



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**in f**

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

Erin,

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

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

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

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

**Michael Hartman, P.E.**

Project Engineer / Design Build Project Coordinator

Schlouch Inc

PO Box 69

Blandon, PA 19510

[mhartman@schlouch.com](mailto:mhartman@schlouch.com)

610.926.7070 x135 - Office

484.663.3487 - Cell



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

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

**1. COLLECTION SYSTEM**

a. Check appropriate box concerning collection system

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

Clean Streams Law Permit Number Permit No. 4501404

b. Answer questions below on collection system

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

Connections 1

Name of:

existing collection or conveyance system \_\_\_\_\_

owner \_\_\_\_\_

existing interceptor Pocono Mountains Industrial Park Authority

owner Pocono Mountains Industrial Park Authority

**2. WASTEWATER TREATMENT FACILITY**

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

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

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

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

NPDES Permit Number for existing facility 60895

Clean Streams Law Permit Number Permit No. 4501404

Location of discharge point for a new facility. Latitude \_\_\_\_\_ Longitude \_\_\_\_\_

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

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

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

Name of Responsible Agent Charles A. Leonard

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

(Also see Section I. 4.)

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

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

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

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

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

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

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

3. Collection and Conveyance Facilities

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

YES NO

- a.   This project proposes sewer extensions or tap-ins. Will these actions create a hydraulic overload within five years on any existing collection or conveyance facilities that are part of the system?

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

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

- b. Collection System

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

Name of Responsible Agent Charles A. Leonard

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



April 10, 2025

DEP Code No. 2-45905154-3

*SEWAGE FACILITIES PROJECT NARRATIVE*

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

Project Description

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

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

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

Anticipated Project Flow

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

The project usage amount is based the following:

Building Area = 400,140 sq. ft.	2,250 GPD or 11 EDUs
Office Employees (10 GPD/Employee)	15 Employees = 150 GPD
Warehouse Employees (35 GPD/Employee)	60 Employees = 2,100 GPD





July 25, 2024

DEP Code No. 2-45905154-3

### *SEWAGE FACILITIES PROJECT NARRATIVE*

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

#### ALTERNATIVE ANALYSIS

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

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

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

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

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

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

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

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

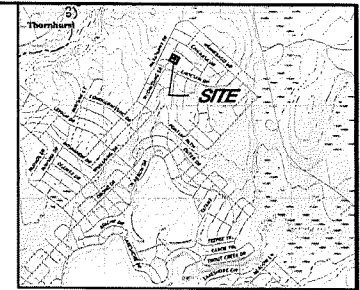
5. *Describe why the proposed method was chosen over any of the other methods described in the alternative analysis. Environmental, administrative, and financial concerns may be addressed. Also indicate how the chosen method will guarantee adequate sewage disposal for the development in both the short-term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

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

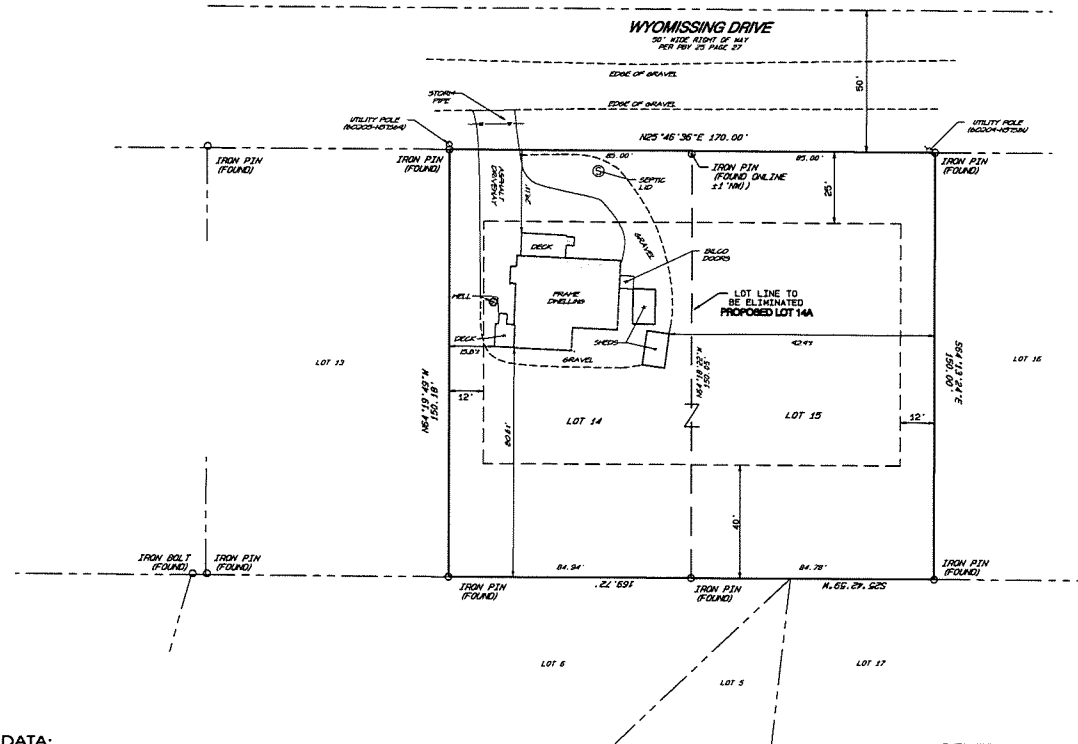
6. *Indicate who will be the owner of the facility, and who will be responsible for operation and maintenance of the facility. To assure adequate long-term sewage disposal for the project, the disposal system must be properly operated and maintained. The applicant must indicate in the analysis who will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

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

5



**LOCATION MAP**  
TOWNSHIP USGS QUAD MAP  
SCALE: 1" = 1000 FEET



**SITE DATA:**

SOURCE OF TITLE: LOT 14  
TAX ID 03.19C.1.101  
294 WYOMISSING DRIVE  
08 2210 PG 9257  
0.253 ACRES

LOT 15  
TAX ID 03.19C.1.100  
(VACANT LOT)  
08 2210 PG 1066  
0.292 ACRES

TOTAL ACREAGE: 0.545 ACRES  
NEW LOT NUMBER: LOT 14A  
ADDRESS: 294 WYOMISSING DRIVE

ZONING DISTRICT: R-3, MEDIUM DENSITY RESIDENTIAL DISTRICT

COOLBAUGH TOWNSHIP SETBACKS:  
FRONT YARD SETBACK - 25 FEET  
SIDE YARD SETBACK - 12 FEET  
REAR YARD SETBACK - 40 FEET

**OWNER'S STATEMENT:**

ON THIS DAY OF \_\_\_\_\_, 2025, BEFORE ME THE UNDERSIGNED OFFICER, PERSONALLY APPEARED FRANCESCO PASCERI, WHO BEING DULY SWORN, ACCORDING TO LAW, DEPOSES AND SAYS THAT HE IS THE TRUSTEE OF THE PROPERTY SHOWN ON THIS PLAN, AND THAT THE PLAN WAS MADE WITH HIS KNOWLEDGE AND/OR DIRECTION AND DOES HEREBY AGREE WITH THE SAID PLAN TO THE SUBMISSION OF THE SAME.

FRANCESCO PASCERI  
28 EAST 48TH STREET  
BAYONNE, NJ 07002

MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC \_\_\_\_\_

**GENERAL NOTES:**

1. 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 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 THE 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 ORDINANCE CHAPTER 400 - ZONING, AS AMENDED.
5. WATER SUPPLY IS ON LOT, SEWAGE DISPOSAL IS ON LOT.

**SURVEYOR'S CERTIFICATION:**

I, DEAN JOSEPH SLOMAKER, A REGISTERED SURVEYOR OF THE COMMONWEALTH OF PENNSYLVANIA DO HEREBY CERTIFY THAT THE PLAN, PREPARED FROM A FIELD SURVEY IN JUNE OF 2023, AND CORRECTLY REPRESENTS THE PROPERTY BOUNDARY OF THE PROPOSED SUBDIVISION OR LAND DEVELOPMENT, TO THE BEST OF MY KNOWLEDGE.

DEAN JOSEPH SLOMAKER, PLS (50075362) DATE \_\_\_\_\_

**BOARD OF SUPERVISORS:**

AT A PUBLIC MEETING HELD ON \_\_\_\_\_, 2025, THE BOARD OF SUPERVISORS OF COOLBAUGH TOWNSHIP REVIEWED AND BY A MOTION DULY ENACTED, APPROVED THE JOINING OF LOTS 14 AND 15, AS ORIGINALLY SHOWN ON THE PLAN TITLED "SECTION NINETEEN, AIRBORNEHEAD NORTH", LAST REVISED OCTOBER 9, 1974, RECORDED IN MONROE COUNTY PLAT BOOK 23 PAGE 27.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPROVAL/REVIEW BLOCK**

REVIEWED BY THE COUNTY PLANNING COMMISSION

COUNTY PLANNING COMMISSION STAFF PERSON DATE

REV.	DESCRIPTION	DATE	BY
TAX ID FRANCESCO PASCERI 03.19C.1.101 AND 03.19C.1.100	LANDS OF FRANCESCO PASCERI		
TOTAL AREA TOTAL LOTS: 0.545 AC. 2	<b>LOT JOINER PLAN</b>		
DATE: 6/01/2025	<b>PROPOSED LOT 14A</b>		
SCALE: 1"=20'	(EXISTING LOTS 14 AND 15)		
	BLOCK A-1806, AIRBORNEHEAD NORTH		
	COOLBAUGH TOWNSHIP, MONROE COUNTY, PENNSYLVANIA		
	<b>TROUT CREEK, LLC</b>		
	PROFESSIONAL LAND SURVEYING SERVICES		
	Large Industry and Private Landowners 480-714-9833 www.troutcreekllc.com		
	SCALE: 1" = 40 FEET		
	JOB NO.: 2204041		
	SHEET NO.: 1 OF 1		

**Erin Masker**

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**From:** Trout Creek <troutcreeksurvey@gmail.com>  
**Sent:** Monday, July 21, 2025 11:47 AM  
**To:** Greg Haas  
**Cc:** Erin Masker  
**Subject:** Re: Pasceri Lot Joinder - Review #1

**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.

Sounds good and thank you!

On Mon, Jul 21, 2025 at 11:16 AM Greg Haas <[ghaas@kceinc.com](mailto:ghaas@kceinc.com)> wrote:

Dean,

I saw that other email notification. That's good with me.

Everything else is final signatures. I think you can finalize things on this one.

Regards,

Greg

Gregory S. Haas, P.E.

Keystone Consulting Engineers, Inc.

Kresgeville, PA | [ghaas@kceinc.com](mailto:ghaas@kceinc.com) | cell: 570.249.0209 | [www.KCEinc.com](http://www.KCEinc.com)

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

Learn about career opportunities [here](#).

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

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June 30, 2025

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



Re: Pesceri Lot Joinder  
Minor Subdivision  
Coolbaugh Township  
MCPC Review #95-25

Dear Ms. Masker:

Our office has received a copy of the above-noted minor subdivision with concerns to a 0.585-acre site located on the southeasterly side of Wyomissing Drive, approximately 122 feet southwest of its intersection with Winamac Drive. The plan proposes to join Lot 14 of 0.293 acres (Parcel # 03.19C.1.181) and Lot 15 of 0.292 acres (Parcel # 03.19C.1.181), into one parcel. The newly shaped "Lot 14A" will then consist of 0.585 acres. Lot 14 is currently developed and contains a single-family residence while Lot 15 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. It should be noted that the acreage listed on the plan does not correspond with the acreage listed in the Assessment records (Lot 15 of 0.298 acres). This discrepancy should be clarified.
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.

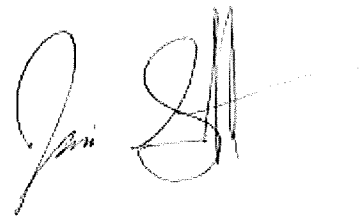
All comments are preliminary and will be acted upon by the Planning Commission at its regular meeting on August 12, 2025, at 5:00 p.m. at 701 Main Street Suite 405. This action is in keeping with the Planning Commission's review policy and allows the municipalities and other interested parties to respond to the review comments before the Planning Commission's public meeting.

Page Two  
Pesceri Lot Joinder  
Minor Subdivision  
Coolbaugh Township  
MCPC Review #95-25

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

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

Sincerely,

A handwritten signature in black ink, appearing to read "Jeremie Schuster". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Jeremie Schuster  
GIS Analyst / Planner

cc: Dean Slonaker, P.L.S.

7





# Coolbaugh Township Volunteer Fire Company

Organized October 19<sup>th</sup>, 1948

652 Laurel Dr. – Tobyhanna, PA 18466

[www.coolfire25.com](http://www.coolfire25.com)

MONROE COUNTY FIREMENS ASSOCIATION  
INTERNATIONAL ASSOCIATION OF FIRE CHIEFS  
THE FIREMENS ASSOCIATION OF THE STATE OF PENNSYLVANIA

NATIONAL VOLUNTEER FIRE COUNCIL  
PENNSYLVANIA ASSOCIATION OF ARSON INVESTIGATORS  
INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATOR

Township Supervisors,

On behalf of the Fire Company, we respectfully request permission for the Township Solicitor to review and render an opinion on the Finance Agreement related to the purchase of (1) Sutphen SL75 and (1) Sutphen SPH100. This agreement is between the Coolbaugh Twp. Vol. The Fire Company and Leasing 2. Review and opinion are a requirement of this agreement. Should any fees be accrued by the use/time of the Solicitor, the Fire Company will be responsible.

Thank you for your time and consideration,

  
George Dobson – Fire Chief

  
Tomas Keane – Fire Company President

8



## COOLBAUGH TOWNSHIP Codes & Zoning Department

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

Board of Supervisors

7/30/2025

Fire Escrow Check Reimbursement Request, 2133 Little Billy Ln, Tobyhanna, PA 18466

The property located at 2133 Little Billy Ln, suffered extensive damage resulting from a fire.

The structure has been demolished and all debris removed.

There are no delinquent taxes on the property as per Monroe County Tax Office, (copy of certificate attached).

The fire escrow check # 63744229 received in the amount of \$3,120.00 (copy attached).

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

*Tomas Keane*  
Director of Zoning

9

# Emanuele J. DeStefano

*Attorney at Law*

2114 Larkspur Lane  
Tobyhanna, PA 18466  
(570) 972-5232

[mannydestefano@hotmail.com](mailto:mannydestefano@hotmail.com)

1878 Victory Boulevard  
Staten Island, NY 10314

July 25, 2025

Coolbaugh Township Board of Supervisors  
5520 Municipal Drive  
Tobyhanna PA 18466

Re: Zoning Hearing Board Hearings

Dear Supervisors:

The Coolbaugh Township Zoning Hearing Board has, on occasions, had applicants represented by engineers, surveyors, contractors, and other real estate persons at hearings.

The Pennsylvania Bar Association Unauthorized Practice of Law Committee addressed the representation of applicants before zoning hearing boards in its Formal Opinion 99-101, a copy of which is enclosed. Because the zoning hearing board is a quasi-judicial hearing board, the opinion clearly states that anyone acting in a representative capacity before a zoning hearing board must be admitted to the practice of law in the Commonwealth of Pennsylvania.

Having researched the issue, the township has no legal exposure for past representations by unauthorized individuals. However, under the Municipalities Planning Code and the Coolbaugh Township Zoning Ordinance, the zoning hearing board has a duty to conduct hearings in a proper and legal manner. As the chairman of the board, and a practicing attorney, I believe that there is a responsibility to inform applicants of the requirements for a representative acting on behalf of the applicant. Accordingly, I have drafted a notice that I am requesting that

the supervisors will add to the application for zoning relief before the ZHB.

Very Truly Yours,

Emanuele J. DeStefano, Esquire

Emanuele J. DeStefano

Encl.

## **NOTICE TO APPLICANTS FOR RELIEF FROM THE COOLBAUGH TOWNSHIP ZONING HEARING BOARD**

The Coolbaugh Township Zoning Hearing Board is a quasi-judicial body as defined under the Pennsylvania Municipalities Planning Code.

The Pennsylvania Bar Association Unauthorized Practice of Law Committee has issued its opinion concerning the representation of applicants before a zoning hearing board, and has determined that an individual making an appearance on behalf of an applicant must be licensed to practice law in the Commonwealth of Pennsylvania. (See Formal Opinion 99-101)

Applicants may represent themselves, call witnesses, enter evidence to the zoning hearing board, and cross examine witnesses, in accordance with the Rules of Procedure for the Coolbaugh Township Zoning Hearing Board, which may be examined at the township website.

**11**



**Erin Masker**

---

**From:** Alma RuizSmith <[airstwpsupervisor@gmail.com](mailto:airstwpsupervisor@gmail.com)>  
**Sent:** Tuesday, July 8, 2025 1:11 PM  
**To:** John  
**Cc:** Erin Masker; Allison  
**Subject:** Re: Coolbaugh Township Military Memorial Monument - resend

**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.

Thanks John.

We will be presenting this estimate to the Board of Supervisors to review and approve after they review the estimates from other vendors.

Thanks for taking the time to prepare your proposal.

Hope to speak with you soon.

Alma Ruiz-Smith

On Tue, Jul 8, 2025 at 12:07 PM John <[john@pesaventomonuments.com](mailto:john@pesaventomonuments.com)> wrote:

Good morning Erin and Alma,

We can do the lettering in our shop as a wholesale account.

The cost will be \$150 per paver and includes up to 30 letters. Letters over 30 will be charged at \$5 per letter.

A proof for each paver will be made for approval.

Pavers are to be dropped off and picked up when finished at our Oram St. facility.

Feel free to reach out with any questions you may have.

Thanks!

John

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**From:** Erin Masker <[emasker@coolbaughtwp.org](mailto:emasker@coolbaughtwp.org)>  
**Sent:** Monday, July 7, 2025 1:30 PM  
**To:** Alma RuizSmith <[airstwpsupervisor@gmail.com](mailto:airstwpsupervisor@gmail.com)>; John <[john@pesaventomonuments.com](mailto:john@pesaventomonuments.com)>  
**Cc:** Allison <[allison@pesaventomonuments.com](mailto:allison@pesaventomonuments.com)>  
**Subject:** RE: Coolbaugh Township Military Memorial Monument - resend

Good Afternoon,

**12**

**COOLBAUGH TOWNSHIP  
CASH DISBURSEMENTS REPORT  
AUGUST 05,2025**

<b>DATE</b>	<b>CK #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
7/22/2025		Payroll	\$ 57,000.00
7/23/2025		Pension	\$ 10,000.00
8/5/2025		General Fund	\$ 382,017.08
8/5/2025		<b>Total General Fund</b>	<b>\$ 449,017.08</b>
8/5/2025		Sewer Fund	\$ 20,406.23
8/5/2025		<b>Total Sewer Fund</b>	<b>\$ 20,406.23</b>
8/5/2025		Escrow Fund	\$ 10,396.51
8/5/2025		<b>Total Escrow Fund</b>	<b>\$ 10,396.51</b>
8/5/2025		<b>TOTAL DISBURSEMENTS</b>	<b>\$ 479,819.82</b>

**CASH TRIAL BALANCE AS OF AUGUST 05,2025**

General Fund Checking	\$ 9,628,095.62
American Rescue Plan	1,779,486.38
Payroll Checking	308.33
Rainy Day Fund Savings	998,999.42
<b>Total General Fund</b>	<b>\$ 12,406,889.75</b>
Fire Tax/Coolbaugh Twp VFD	1,433,395.93
Fire Tax- Volunteer Fire Departments	101,106.97
Fire Tax- Coolbaugh Fire Building Fund	1,022,299.31
<b>Total Fire Fund</b>	<b>\$ 2,556,802.21</b>
EMS	445,586.76
<b>Total EMS Fund</b>	<b>\$ 445,586.76</b>
Sewer Fund Checking	17,805.06
Sewer PennVest Checking	5,259.84
<b>Total Sewer Fund</b>	<b>\$ 23,064.90</b>
Capital Projects Fund Checking	16,655.77
<b>Total Capital Projects Fund</b>	<b>\$ 16,655.77</b>
Emerg. Services Fund Money Market	208,742.69
Emerg. Services Fund Checking	21,666.40
<b>Total Emergency Services Fund</b>	<b>\$ 230,409.09</b>
Liquid Fuels Fund Checking	532,791.49
<b>Total Liquid Fuels Fund</b>	<b>\$ 532,791.49</b>
Escrow Fund Checking	6,954,333.10
Escrow Fund Clarius Checking	62,383.94
<b>Total Escrow Fund</b>	<b>\$ 7,016,717.04</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 23,228,917.01</b>

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

Check#	Vendor	Description	Payment	Check Total
12292	44 - AIRGAS USA, LLC	PO 27149 RENTAL	138.56	138.56
12293	831 - ALL DOOR SALES, INC	PO 27139 REPAIR GARAGE #6	530.00	
		PO 27143 REPAIR GARAGE #6	2,600.00	3,130.00
12294	1330 - AMAZON CAPITAL SERVICES	PO 27076 VISOR ORGANIZER	16.98	
		PO 27092 SUPPLIES	399.96	
		PO 27093 PARTS	41.98	
		PO 27099 FUEL GAUGE NAILER	279.99	
		PO 27100 SUPPLIES - NNO	46.80	
		PO 27123 PARTS	37.20	
		PO 27124 YARD SIGNS	35.98	
		PO 27127 CHAINSAW CHAIN	39.49	898.38
12295	1039 - AMERICAN UNITED LIFE INS. CO.	PO 27126 AUGUST	1,355.12	1,355.12
12296	1483 - AUTO PARTS OF MT POCONO	PO 27105 PARTS FOR GENERATOR (PORTABLE)	21.17	
		PO 27106 OIL FILTER LEAF SUCKER	30.00	
		PO 27117 RADIATOR FLUSH	112.26	
		PO 27140 CARTRIDGES CORDLESS GREASE GUN	96.56	259.99
12297	1478 - BLUE RIDGE LUMBER	PO 27091 SUPPLIES	65.57	65.57
12298	33 - BROWN & BROWN INSURANCE SERVICES	PO 27089 POLICY 822401 JD WHEEL LOADER	52.00	52.00
12299	1567 - CANON FINANCIAL SERVICES, INC.	PO 27141 7/1-731/2025 SCANNER	189.50	189.50
12300	724 - CINTAS -	PO 27090 ADMIN/DPW GARAGE	355.47	
		PO 27145 EYE WASH STATION APRIL DPW/WWTP	130.00	
		PO 27146 EYE WASH STA DPW/WWTP -MAY	130.00	
		PO 27147 EYE WASH STA-JUNE DPW/WWTP	130.00	745.47
12301	1240 - CINTAS CORPORATION	PO 27065 SHOP TOWELS/UNIFORMS	106.62	
		PO 27066 UNIFORMS	42.49	
		PO 27097 UNIFORMS	42.49	
		PO 27098 MATS/UNIFORMS	506.10	
		PO 27131 UNIFORMS	42.49	
		PO 27132 UNIFORMS	106.62	846.81
12302	52 - DALEVILLE ACE HARDWARE	PO 27119 DPW WATER SOFTNER SALT	119.88	119.88
12303	1085 - DE LAGE LANDEN	PO 27067 JULY	494.03	
		PO 27071 JUNE	518.73	1,012.76
12304	255 - FIVE STAR EQUIPMENT, INC.	PO 27107 FILTER ELEMENT/AIR FILTER	225.37	225.37
12305	1191 - FREY & CO.	PO 27152 2024 Financial Audit	7,550.00	7,550.00
12306	1296 - GRIM, BIEHN & THATCHER	PO 27087 WWTP//PM WAREHOUSE/ASSESSMENT APPEALS/LA	2,592.00	
		PO 27121 MESSER/PA AMERICAN WATER/IMPERIAL/FINISH	3,600.00	6,192.00
12307	1485 - H & K GROUP, INC	PO 27070 ANTI-SKID	787.64	787.64
12308	48 - H. CLARK CONNOR	PO 27142 ZONING HEARING BOARD	1,242.50	1,242.50
12309	54 - H.A. BERKHEIMER, INC.	PO 27069 JUNE LST COMMISSION	139.01	139.01
12310	1192 - HIGHMARK BLUE SHIELD	PO 27095 AUGUST	47,685.29	47,685.29
12311	1203 - KCE KEYSTONE CONSULTING ENGINEERS	PO 27086 MAIN STREET/GENERAL/ ROAD PAVING MEETING	8,095.13	8,095.13
12312	637 - MARSHALL POPE	PO 27120 REIMBURSEMENT INS.	350.00	350.00
12313	1522 - NAGLE ELEVATOR INSPECTION	PO 27078 ELEVATOR	95.00	95.00
12314	81 - P P & L	PO 27072 49924-86007 TRAFFIC LIGHT	25.22	
		PO 27108 89631-95000 TEGAWITHA	30.19	
		PO 27109 43281-27004 MUNICIPAL CENTER	1,574.62	
		PO 27111 89343-21023 SPEED LIMIT SIGN	25.14	
		PO 27112 54691-27003 LAUREL DR	404.99	
		PO 27114 88900-24001 GARAGE	34.74	
		PO 27115 36034-04005 ECHO LAKE	43.01	
		PO 27116 39910-23005 196	60.02	2,197.93
12315	81 - P P & L	PO 27133 88094-98000 940 SUMMIT	41.52	
		PO 27134 98496-55008 7 KINGS WAY	15.34	
		PO 27135 07251-41006 RESTROOMS	31.27	
		PO 27136 51540-24008 196 KNOLLWOOD	28.50	
		PO 27144 85457-02009 BALLBALL FIELD	632.05	
		PO 27150 84771-32002 507 signal lights	27.32	776.00
12316	86 - PENNSYLVANIA AMERICAN WATER CO	PO 27102 DPW/MUNICIPAL CENTER/FIRE HYDRANTS	2,573.46	2,573.46
12317	143 - POCONO LAKE SUPPLY CO.	PO 27103 SUPPLIES	66.00	66.00
12318	94 - POCONO MOUNTAIN REGIONAL EMS	PO 27074 AUGUST	10,000.00	10,000.00
12319	93 - POCONO MOUNTAIN REGIONAL POLICE DEP	PO 27073 AUGUST	272,248.37	272,248.37
12320	1273 - POCONO MT INDUSTRIES	PO 27088 DUES 2025	400.00	400.00
12321	181 - PSATS UC GROUP TRUST FUND	PO 27122 2nd QTR SEE ATTACHED	127.58	127.58
12322	104 - S & H SUPPLY CO., INC.	PO 27084 SUPPLIES	25.00	
		PO 27085 SUPPLIES	60.73	
		PO 27118 SEPTIC TANK PUMP REPAIR	580.39	
		PO 27151 DPW WATER FILTER	101.10	767.22
12323	105 - S & S TOOLS & SUPPLIES	PO 27148 SIGN BOLTS	469.67	469.67

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

Check#	Vendor	Description	Payment	Check Total
12324	1046 - SCOTT'S SIGNS PRINTING	PO 27125 EAC DECALS	125.00	125.00
12325	161 - STEPHENSON EQUIPMENT INC.	PO 27075 BEAST PARTS	2,251.14	2,251.14
12326	111 - THE SHERWIN WILLIAMS COMPANY	PO 27137 SUPPLIES	193.51	
		PO 27138 SUPPLIES	25.58	219.09
12327	1420 - TOPP BUSINESS SOLUTIONS	PO 27080 REPAIR	57.98	
		PO 27104 COPIERS 3/21-6/20/2025	185.87	243.85
12328	1548 - TRAISR, LLC	PO 27083 Monthly Saas- June 2025	1,000.00	1,000.00
12329	1055 - TULPEHOCKEN SPRING WATER INC	PO 27079 BOTTLE WATER	76.68	76.68
12330	929 - UNITED CONCORDIA LIFE & HE	PO 27081 AUGUST	1,698.84	1,698.84
12331	892 - VERIZON WIRELESS	PO 27130 PHONES	1,148.77	1,148.77
12332	1551 - WORLD FUEL SERVICES, INC	PO 27101 FUEL	4,451.50	4,451.50
TOTAL				382,017.08

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	382,017.08
01.400.000	GENERAL GOV'T	11,565.82			
01.402.000	FINANCIAL ADMIN	7,550.00			
01.403.000	TAX COLLECTION	139.01			
01.404.000	LAW	6,218.75			
01.408.000	ENGINEER	7,118.38			
01.409.000	BUILDING & PLANTS	7,243.56			
01.410.000	POLICE	272,248.37			
01.411.000	FIRE	2,286.00			
01.412.000	AMBULANCE / RESCUE	10,000.00			
01.414.000	ZONING OFFICE	1,144.00			
01.418.000	ZONING HEARING BOARD	1,242.50			
01.426.000	COMPOST FACILITY	2,251.14			
01.430.000	DPW-HIGHWAYS ROADS STREETS	5,979.09			
01.432.000	DPW-SNOW & ICE REMOVAL	787.64			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	732.52			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	485.36			
01.454.000	PARKS	1,649.60			
01.458.000	CONTRIBUTIONS	125.00			
01.486.000	INSURANCE	52.00			
01.487.000	EMPLOYEE BENEFITS	43,198.34			
TOTALS FOR GENERAL FUND		382,017.08	0.00	0.00	382,017.08

Total to be paid from Fund 01 GENERAL FUND

382,017.08

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382,017.08

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

Check#	Vendor	Description	Payment	Check Total
3449	228 - ATC GROUP SERVICES,LLC DEPOSITORY	PO 27062 ACT 537	3,250.00	
		PO 27063 MISC ENGINEERING	6,027.00	9,277.00
3450	724 - CINTAS -	PO 27145 EYE WASH STATION APRIL DPW/WWTP	130.00	
		PO 27146 EYE WASH STA DPW/WWTP -MAY	130.00	
		PO 27147 EYE WASH STA-JUNE DPW/WWTP	130.00	390.00
3451	827 - COMMONWEALTH OF PA	PO 27077 NPDES PERMIT ACT 47	1,000.00	1,000.00
3452	771 - COMMONWEALTH OF PA	PO 27128 LN#P240015444-429 AUGUST	965.35	965.35
3453	1251 - ENVIRONMENTAL SERV. CORP.	PO 27068 7/14/2025 SLUDGE REMOVAL	500.22	
		PO 27096 7/18/2025 SLUDGE REMOVAL	500.22	
		PO 27129 7/25 SLUDGE REMOVAL	397.00	1,397.44
3454	1296 - GRIM,BIEHN & THATCHER	PO 27087 WWTP//PM WAREHOUSE/ASSESSMENT APPEALS/LA	270.00	270.00
3455	699 - MAIN POOL & CHEMICAL CO	PO 27082 SULFATE SOLUTION	1,376.20	1,376.20
3456	160 - NORTHEAST CHEMICAL& SUPPLY CO.,INC.	PO 27094 SODA ASH-WWTP	1,392.20	1,392.20
3457	81 - P P & L	PO 27110 04090-21003 PUMP STA WWTP	120.11	
		PO 27113 26491-26001 WWTP	4,217.93	4,338.04
TOTAL				20,406.23

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	20,406.23
08.269.500	PENWORKS 2008 GOB			912.31	
08.429.200	SUPPLIES	2,768.40			
08.429.300	OTHER SERVICES & CHARGES	1,390.00			
08.429.313	ENGINEERING SERVICES	9,277.00			
08.429.314	PROFESSIONAL FEE SOLICITOR	270.00			
08.429.361	ELECTRIC	4,338.04			
08.429.452	SLUDGE HAULING	1,397.44			
08.472.106	PENWORKS INTEREST LN #99900048	53.04			
TOTALS FOR SEWER FUND		19,493.92	0.00	912.31	20,406.23

Total to be paid from Fund 08 SEWER FUND

20,406.23

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20,406.23

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

Check#	Vendor	Description	Payment	Check Total
1385	1296 - GRIM,BIEHN & THATCHER	PO 27087 WWTP//PM WAREHOUSE/ASSESSMENT APPEALS/LA	4,032.00	
		PO 27121 MESSER/PA AMERICAN WATER/IMPERIAL/FINISH	2,268.00	6,300.00
1386	1203 - KCE KEYSTONE CONSULTING ENGINEERS	PO 27086 MAIN STREET/GENERAL/ ROAD PAVING MEETING	4,096.51	4,096.51
TOTAL				10,396.51

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	10,396.51
85.250.211	BRAGANZA - LOT CONSOLIDATION			309.38	
85.250.229	WGH TRUCKING / HERRERA			206.25	
85.250.258	FERGUSON - LOT CONSOLIDATION			68.75	
85.250.278	PASCERI - LOT CONSOLIDATION			68.75	
85.250.280	HAYDT - LOT CONSOLIDATION			68.75	
85.250.283	HOOVER - LOT CONSOLIDATION			68.75	
85.250.326	FINISH LINE AUTO BODY			90.00	
85.250.327	PMI / MPMA ACT 537			90.00	
85.250.328	TOBYHANNA DEVELOPMENT - 1545 PROSPECT ST			162.00	
85.250.343	PA AMERICAN - 234 POCONO RD - LAND DEVELOPMENT			144.00	
85.250.355	MESSER, LLC LAND DEVELOPMENT			54.00	
85.250.387	PMCC NORTH - LOT 2			705.00	
85.250.458	LANDSTON EQUITIES LLC			3,993.38	
85.250.593	IMPERIAL REALTY PROPERTY			3,143.50	
85.250.595	COOLBAUGH SOUTH OWNER LLC			1,224.00	
TOTALS FOR ESCROW		0.00	0.00	10,396.51	10,396.51

Total to be paid from Fund 85 ESCROW

10,396.51

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10,396.51

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## PUBLIC HEARING NOTICE

Notice is hereby given that the Coolbaugh Township Board of Supervisors will hold a public hearing on August 5, 2025, at 7:00 p.m. at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, Pennsylvania 18466, for the purpose of considering and approving the Coolbaugh Township Volunteer Fire Company entering into a lease purchase agreement in an aggregate principal amount not to exceed \$2,966,262.14 for one (1) Sutphen SL75 and one (1) Sutphen SPH 100 in accordance with Section 147.f. of the Internal Revenue Code. All interested persons are welcome to attend this public hearing.

Coolbaugh Township  
Board of Supervisors