

**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 19, 2023, 6:00PM

****CANCELED****

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

September 19, 2023, 6:00PM

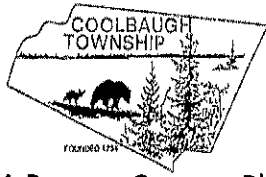
Roll Call

BOARD OF SUPERVISORS

____B. Weimer ____ L. Kelly ____A. Ruiz-Smith ____ C. Colgan ____ 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:
 - September 5, 2023- Public Hearing Minutes
 - September 5, 2023-Regular Meeting Minutes
3. Monthly/Quarterly Reports
 - Pocono Mountain Regional Police Commission
 - Pocono Mountain Regional EMS
4. Codes and Zoning Report/ Short Term Rental Report
5. E-911 Report
6. Northampton Farms, LLC. Preliminary Major Subdivision Plan- Waiver Requests (394/396 Memorial Blvd, Tobyhanna, PA)



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7. A Pocono Country Place Request for LSA Letter of Support for QRS Vehicle, Update Medical Equipment and Purchase of Report/CAD System in the amount of \$135,000.00
8. Declaration of October as Domestic Violence Awareness Month
9. Parks and Recreation Request to Purchase a Shark Spring Rider and a Crocodile Spring Rider at a Cost not to Exceed \$2,000.00 to be Installed by DPW
10. Authorization to Advertise Trick or Treat Times in Coolbaugh Township for Tuesday, October 31, 2023 from 5:00pm-8:00pm
11. Zoning Hearing Board-1545 Prospect Street, Tobyhanna, PA
12. Coolbaugh Township Minimum Municipal Obligation for 2024: Non- Uniform Pension
13. Recognition of William Weimer for Attaining Advanced Level Emergency Management Certification through PEMA
14. Controller Report
15. Current obligations

• General Fund	\$ 147,465.15
• PMREMS	\$ 200,000.00
• Escrow Fund	\$ 44,882.50
• Sewer Fund	<u>\$ 12,415.14</u>
Total Disbursements	\$ 404,762.79
16. Business Manager Comments/Updates
17. Solicitor Armstrong Comments/Updates
18. Board of Supervisors Executive Sessions
19. Adjournment

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COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
PUBLIC HEARING MINUTES
September 5, 2023, 6:00pm

The public hearing was called to order by Chairman William Weimer at 6:00pm

Board Members present:

William Weimer, Lynn Kelly, Alma Ruiz-Smith, and Clare Colgan

Board Members absent:

Cara Rogan

Staff present:

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

Staff absent:

None

Mr. Weimer stated this public hearing is being held at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, PA 18466, to receive public comment and to consider and possibly adopt an amendment to the Subdivision and Land Development Ordinance of Coolbaugh Township. The public will be given an opportunity to comment and are asked to please state your name and city or community that you reside in. This public hearing is being recorded to aid in the preparation of the minutes.

Comments on Proposed Ordinance #153-2023: An Ordinance Amending the Coolbaugh Township Subdivision and Land Development Ordinance at Chapter 355 of the Code of Ordinances of Coolbaugh Township by Amending Certain Requirements for Plan Submission at Section 355-13.

Solicitor Armstrong stated that the Board has reviewed this proposed amendment which would amend the Coolbaugh Township Subdivision and Land Development Ordinance as it relates to Amending Certain Requirements for Plan Submission at Section 355-13. He stated that the hearing was advertised in accordance with the MPC and the second-class township code and provided to the Monroe County Planning Commission and Township Planning Commission for review:

Solicitor Armstrong called for comments from the Board of Supervisors with Ms. Ruiz-Smith stating that this is a great idea to allow the Township Engineer more time to complete their review.

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

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

The hearing ended at 6:02pm.

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

Witnessed by: _____ Date: _____
William Weimer, Chairman

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
PUBLIC HEARING MINUTES
September 5, 2023, 6:00pm

The public hearing was called to order by Chairman William Weimer at 6:02pm

Board Members present:

William Weimer, Lynn Kelly, Alma Ruiz-Smith, and Clare Colgan

Board Members absent:

Cara Rogan

Staff present:

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

Staff absent:

None

Mr. Weimer stated this public hearing is being held at the Coolbaugh Township Municipal Building, 5520 Municipal Drive, Tobyhanna, PA 18466, to receive public comment and to consider and possibly adopt an amendment to the Township Code of Ordinances of Coolbaugh Township. The public will be given an opportunity to comment and are asked to please state your name and city or community that you reside in. This public hearing is being recorded to aid in the preparation of the minutes.

Comments on Proposed Ordinance #154-2023: An Ordinance Amending the Coolbaugh Township Zoning Ordinance at Chapter 400 of the Code of Ordinances of Coolbaugh Township by Adding Requirements for a Warehouse Use

Solicitor Armstrong stated that the Board has reviewed this proposed amendment which would amend the Coolbaugh Township Zoning Ordinance at Chapter 400 to Add Requirements for a Warehouse Use. He stated that the hearing was advertised in accordance with the MPC and the second-class township code and provided to the Monroe County Planning Commission and Township Planning Commission for review.

Solicitor Armstrong called for comments from the Board of Supervisors with no comments being heard.

Solicitor Armstrong called for comments from the public with S. Stroker stating that the proposed 50' in this ordinance is not far enough for the construction of a warehouse from a residence stating she would like to see that increased. M. Peterson asked if we have taken into consideration the model ordinance from the county with Ms. Kelly stating that the Board is making this amendment as a starting point and that she would like the Board to review the county ordinance and Penn Future's proposed ordinance in order to make further changes. Discussion took place and the Board agreed that they would like the Township Planning Commission to review the proposed ordinances from the county and Penn Future and make their recommendations to the Board. Discussion continued on the proposed distance with Solicitor Armstrong stating that should the Board choose to not adopt the ordinance in order to increase the distance, the review process with the county would start all over and we would have to advertise and hold another public hearing which takes time. B. Myer from Penn Future stated that when a warehouse is permitted by right, who decides if screening and fencing is required, being advised by Solicitor Armstrong that if it is a proposed Land Development Plan, it would go before the PC for recommendation and would be up to the Board of Supervisors.

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

The hearing ended at 6:18pm.

Submitted by: _____
Erin Masker, Township Secretary

Date: _____

Witnessed by: _____
William Weimer, Chairman

Date: _____

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES
September 5, 2023

The work session was called to order by Chairman William Weimer at 6:18pm in the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

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

Board Members absent:

None

Staff present:

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

Staff absent:

None

1. Discussion on Act 167 Ordinance Amendments

Ms. Kelly requested that this be on the agenda to start the discussions with the Board to work through what each member would like to see implemented. She stated that the draft provided is the proposed draft from the Township Engineer, Greg Haas. Mr. Weimer stated that he would like the Township Engineer to attend a work session in order to review this proposed draft and to answer any questions that the Board may have.

- **Discussion:** Ms. Ruiz-Smith requested that the draft be highlighted in yellow as opposed to blue for easier reading. It was agreed that questions are to be emailed to Ms. Masker and then compiled and sent to Mr. Haas prior to the work session to allow him time to review them and be prepared to answer them. (Ms. Rogan arrived at 6:25pm)

2. Public Input

- Ms. Ruiz-Smith stated that the VFW Posts are a great organization for veterans. She stated that they have a great menu and many events that are upcoming and open to the public. She requested that the events be shared on Savvy.
- D. Machovsky expressed her concerns with the storage area for trains that she discussed at the last meeting that are located behind her house. She stated that she reached out to state legislators and stated that they are looking into the situation. She was requesting an update on the conversation from the last meeting. She stated that she spent days researching and making calls and still has no answers. Discussion continued with Solicitor Armstrong stated that he will speak with Mr. Keane and see what if any zoning ordinances are being violated.
- M. Diehl asked if there was an impact assessment completed prior to the work being completed and stated that if the requirement is 50' from a residential area for the storage use, the trailers are only 32' away.
- J. Smith-Hughes thanked the Board for the work that they do including the paving project and mowing. Mr. Weimer stated that the roads in PFE are becoming overgrown and have trees that are overhanging the roads in the winter. He stated that the township DPW crew will be going through and cutting them back, stating that it may not be pretty in the beginning but that it has to be done. He asked that J. Smith-Hughes let the PFE community board and residents know that this will be taking place.
- S. Stroker stated that in previous minutes she read about STR's and the noise that residents are supposed to report the issues to the police. She stated that she has STR's in her community and that one house she

had issues with noise, stating that she called 911 and that no officers were sent out. She stated that it was 2am. Mr. Weimer stated that he will follow up with the PMRPD to see what happened.

- S. Stroker also asked how the proposed commuter train coming through the area will impact the warehouse jobs that are coming to the area.

Work Session ended at 6:54pm.

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
September 5, 2023

The meeting was called to order by Chairman Weimer at 6:58pm at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

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

Board Members absent:

None

Staff present:

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

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 there are trees that need to be cut on Route 611 and Laurel Drive that are hanging over the road. D. Pope stated that they began work on the septic issue at the property on Pope Road. He also stated that shoulder cutbacks were scheduled, he submitted a request for material from that project.
- D. Pope stated that the Board should contact their state legislators to make them aware of the laws that are attached to land development approval requirements, stating that developers should have a complete package including outside agency approvals before even coming to the township for approvals. Solicitor Armstrong stated that outside agency approvals are always listed as conditions on a conditional approval and are not grounds to deny or hold up a plan. The Township is under a timeline in which they must act on a plan and if they are unable to get a waiver of that time requirement they are required to act on the plan.
- J. Smith-Hughes expressed her concerns about the traffic and fatality rate on Route 196 and Route 611, stating that it is only going to get worse with the increased traffic from the warehouses and businesses in those areas.

2. Approval of minutes / notes:

- August 15, 2023 Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the minutes of the August 15, 2023 meeting as presented.

- Discussion: None.
- Vote: 3-0-1, motion passes. (Ms. Rogan Abstained)

3. Authorize Execution of the Preliminary/Final Major Subdivision Plans of Pocono Mountain Corporate Center North (566 Memorial Blvd)

Ms. Ruiz-Smith made a motion second by Mr. Weimer to Authorize the Execution of the Preliminary/Final Major Subdivision Plans of Pocono Mountain Corporate Center North.

- Discussion: Ms. Kelly asked what the remaining comments were in the conditional approval from last year. Ms. Masker stated that the plans are ready for the Board to consider signing with the only

remaining comment from the conditional approval being the HOP which is also a comment on the Land Development plan and will be required prior to the Board signing the LDP plans.

- **Vote:** 4-1-0, motion passes.

4. **Pocono Mountain Regional EMS Request for Release of \$200,000.00 from the EMS Tax Millage**

Ms. Colgan made a motion second by Ms. Rogan to Release the \$200,000.00 in EMS Tax Funds to the Pocono Mountain Regional EMS as per their request received on August 15, 2023.

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

5. **Adoption of Ordinance #153-2023: An Ordinance Amending the Coolbaugh Township Subdivision and Land Development Ordinance at Chapter 355 of the Code of Ordinances of Coolbaugh Township by Amending Certain Requirements for Plan Submission at Section 355-13**

Ms. Colgan made a motion second by Ms. Ruiz-Smith to Adopt Ordinance #153-2023: An Ordinance Amending the Coolbaugh Township Subdivision and Land Development Ordinance at Chapter 355 of the Code of Ordinances of Coolbaugh Township by Amending Certain Requirements for Plan Submission at Section 355-13.

- **Discussion:** D. Pope asked if the Board could put a moratorium on warehouses until the ordinances are reviewed and complete.
- **Vote:** All in favor, motion passes.

6. **Adoption of Ordinance #154-2023: An Ordinance Amending the Coolbaugh Township Zoning Ordinance at Chapter 400 of the Code of Ordinances of Coolbaugh Township by Adding Requirements for a Warehouse Use**

Ms. Kelly made a motion second by Ms. Ruiz-Smith to Adopt Ordinance #154-2023: An Ordinance Amending the Coolbaugh Township Zoning Ordinance at Chapter 400 of the Code of Ordinances of Coolbaugh Township by Adding Requirements for a Warehouse Use.

- **Discussion:** M. Peterson encouraged the Board to move on the ordinances to get them complete. Solicitor Armstrong stated that it is his understanding that the Board wants to review the county model ordinance and the Penn Future ordinance to move forward in a manner that is best for the township. Ms. Kelly asked if the property is up against residential areas if the Board can increase the distance, being advised that they can within reason.
- **Vote:** All in favor, motion passes.

7. **Authorization to Release Fire Escrow- 1371 Winding Way**

Ms. Rogan made a motion second by Ms. Colgan to Release the Fire Escrow for 1371 Winding Way in the amount of \$14,360.00.

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

8. **Authorization to Release Fire Escrow- 1237 Pocono Heights Road**

Ms. Rogan made a motion second by Ms. Kelly to Release the Fire Escrow for 1237 Pocono Heights Road in the amount of \$28,600.00.

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

9. Parks and Recreation Request for DPW to Purchase Materials and Complete the Construction of the Butterfly Garden and Install Signs at a cost not to exceed \$1,500.00.

Mr. Weimer made a motion second by Ms. Rogan to Approve the Parks and Recreation Request for DPW to Purchase Materials and Complete the Construction of the Butterfly Garden and Install Signs at a cost not to exceed \$1,500.00.

- Discussion: P. Williams asked where it will be located with Ms. Colgan stating that it will be at the park on Route 423 with the exact location still to be determined.
- Vote: All in favor, motion passes.

10. Authorization to Sign the JAG Program Award Memorandum of Understanding between Coolbaugh Township and Monroe County

Ms. Ruiz-Smith made a motion second by Ms. Kelly to Authorize Signing the JAG Program Award Memorandum of Understanding between Coolbaugh Township and Monroe County.

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

11. Authorize Advertisement of Sludge Hauling Bid for the Period of January 1, 2024 through December 31, 2025

Ms. Kelly made a motion second by Ms. Ruiz-Smith to Authorize the Advertisement of the Sludge Hauling Bid for the Period of January 1, 2024 through December 31, 2025.

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

12. Authorization to Advertise 2011 Ford Escape XLS for Sale on Municibid

Mr. Weimer made a motion second by Ms. Colgan to Authorize the Advertisement of the 2011 Ford Escape XLS for Sale on Municibid.

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

13. Authorization to Advertise 2004 Ford Excursion (Former Township OEM Vehicle) for Sale on Municibid

Ms. Kelly made a motion second by Ms. Colgan to Authorize the Advertisement of the 2004 Ford Excursion (Former Township OEM Vehicle) on Municibid.

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

14. Authorization to Advertise Fall Leaf Collection Schedule

Mr. Weimer made a motion second by Ms. Colgan to Authorize the Advertisement of the Fall Leaf Collection Schedule.

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

15. Authorization to Advertise EAC Work Sessions on September 13, 2023 and September 20, 2023 to Discuss the 2024 Budget Request

Mr. Weimer made a motion second by Ms. Colgan to Authorize the Advertisement of EAC Work Session on September 13, 2023 and September 20, 2023 to Discuss 2024 Budget Requests.

- Discussion: Ms. Kelly stated that the EAC needs extra time to discuss their plans and requests for the 2024 budget.
- Vote: All in favor, motion passes.

16. Pocono Farms East Request for Supervisor Lynn Kelly to Attend their Annual Meeting on October 28, 2023 from 10am-12pm

Mr. Weimer made a motion second by Ms. Rogan to Authorize Ms. Kelly to attend the Pocono Farms East Annual Meeting on October 28, 2023 from 10am-12pm.

- Discussion: Ms. Kelly was asked to attend and for full disclosure PFE put in an official request. Ms. Ruiz-Smith stated that she does not have any issue with her attendance as long as the discussions are general, and that Ms. Kelly is only speaking on behalf of herself and not the entire Board.
- Vote: All in favor, motion passes.

17. Current obligations

• General Fund	\$ 419,323.97
• Escrow Fund	\$ 2,962.62
• Sewer Fund	<u>\$ 8,626.53</u>
Total Disbursements	\$ 430,913.12

Ms. Colgan made a motion second by Ms. Rogan to Authorize Paying the Current Obligations as presented in the amount of \$430,913.12.

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

18. Business Manager Comments/Updates

- *Ms. Thompson stated that EAC worked with the Township Controller, Mr. Dixon, to reconcile the county grant reimbursement in the amount of \$11,000.00 and stated that she will be signing and submitting it on their behalf.*
- *Ms. Thompson stated that there is a budget work session for the Board of Supervisors on September 14th and also a Zoning Hearing Board hearing at 6:30pm, she asked if the Board would have an issue moving the work session to the upstairs conference room being advised that there is no issue.*
- *Ms. Thompson requested an executive session following the meeting for legal and personnel.*

19. Solicitor Armstrong Comments/Updates

Solicitor Armstrong stated that there is a Zoning Hearing Board hearing for 1545 Prospect Street for a variance request. He asked if the Board would like to participate in the hearing, stating that if they would someone from his office would be able to attend as he has a conflict that evening. Discussion took place on the current subdivision plan proposed for that property, being advised by Mr. Keane that if the variance is granted, the subdivision plan will be withdrawn. Ms. Kelly stated that she would like to know what development is being proposed before deciding if the Board needs to participate. According to the plans it appears to be a gas station but there are not many details available on it. Solicitor Armstrong will request a continuance to allow the Township Engineer time to review the submission which will allow the Board time to decide if they would like to participate in the hearing or not.

Ms. Ruiz-Smith asked Mr. Keane to provide the Board with an update on the Railroad issue in Pocono Summit as it related to Ardent Mills with Mr. Keane stating that he has the same information as was

presented by the residents this evening and that he will speak with Solicitor Armstrong to see if there are any zoning issues.

20. Board of Supervisors Executive Sessions

- Tuesday, September 5, 2023 from 8:13pm to 8:24pm Re: Personnel and Legal
- Thursday, September 14, 2023 from 8:13pm-8:15pm Re: Personnel

21. Adjournment

Ms. Ruiz-Smith made a motion second by Ms. Colgan to adjourn at 7:58pm.

NEXT WORK SESSION/ REGULAR BOARD MEETING:

Regular Meeting Tuesday, September 19, 2023, at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA.

- Work Session/Regular Meeting – 6:00pm

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

Witnessed by: _____ Date: _____
William Weimer, Chairman

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2023 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

COOLBAUGH TOWNSHIP

Enforcement														2022	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	AUGUST	Prior YTD
Total Calls	422	374	408	424	499	434	504	443					3508	489	3573
<i>Complaints</i>	388	352	379	402	481	419	483	413					3317	461	3349
<i>Accidents</i>	34	22	29	22	18	15	21	30					191	28	224
Criminal Arrests	25	30	29	22	25	24	27	10					192	24	202
Traffic Arrests	40	42	63	29	62	49	59	37					381	69	354
Vehicle Code Warnings	44	47	63	34	73	40	56	47					404	58	280
Ordinance Arrests	4	0	2	0	0	6	1	0					13	3	22

Patrol	730.42	650.96	875.87	734.05	687.62	733.62	689.46	608.28					5710.28
Investigation	666.00	568.93	509.57	584.88	632.30	583.97	563.10	411.53					4520.28
Paperwork	166.05	131.75	118.95	122.52	134.83	115.10	106.37	99.96					995.53
Court	59.22	66.91	98.22	22.67	35.56	35.25	41.50	34.42					393.75
Assigned	1088.65	985.12	897.49	1082.39	1113.31	1052.49	968.28	1121.01					8308.74

Hours Actual vs Purchased													
Total Actual Time	2710.34	2403.67	2500.10	2546.51	2603.62	2520.43	2368.71	2275.20					19928.58
Hours Purchased	2664.59	2406.65	2664.59	2578.99	2664.59	2578.99	2664.59	2664.59					20887.57
Hours Over/Under	45.75	-2.98	-164.49	-32.48	-60.97	-58.56	-295.88	-389.39					-958.99

Hours Over/Under Balance YTD													
Cumulative Carry Over	-135.99												
Current O/U	-90.24	-93.22	-257.71	-290.19	-351.15	-409.71	-705.59	-1094.98					

Percentage of Hours													
% Actual	38.36%	37.66%	35.38%	37.24%	36.85%	36.85%	33.52%	32.20%					
% Purchased	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%	37.71%					
% Over/Under	0.65%	-0.05%	-2.33%	-0.47%	-0.86%	-0.86%	-4.19%	-5.51%					

2023 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOTAL ENFORCEMENT														2022	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	AUGUST	Prior YTD
Total Calls	1073	927	1080	1149	1272	1181	1385	1289					9356	1322	9495
<i>Complaints</i>	969	858	997	1070	1194	1108	1303	1188					8687	1238	8779
<i>Accidents</i>	104	69	83	79	78	73	82	101					669	84	716
Criminal Arrests	96	83	82	76	68	79	78	78					640	100	612
Traffic Arrests	109	110	235	140	199	204	262	174					1433	213	1257
Vehicle Code Warnings	130	154	260	172	208	175	211	171					1481	169	1062
Ordinance Arrests	12	4	6	6	10	18	9	6					71	6	40

Total Hours															
Patrol	2030.85	1915.10	2557.02	2197.86	2207.52	2145.02	2511.64	2028.67					17593.68		
Investigation	1591.10	1326.62	1559.46	1325.59	1449.20	1451.27	1543.84	1612.96					11860.04		
Paperwork	403.36	378.02	355.43	343.46	309.23	314.38	304.79	330.60					2739.27		
Court	153.80	149.91	214.10	101.79	147.76	137.31	138.03	121.07					1163.77		
Assigned	2886.89	2612.36	2379.99	2870.30	2952.29	2791.02	2567.71	2972.70					22033.26		
Total Actual Time	7066.00	6382.01	7066.00	6839.00	7066.00	6839.00	7066.01	7066.00					55390.02		

Assigned Time															
Training	880.23	761.50	531.20	689.67	897.75	504.50	727.00	1276.15					6268.00		
Assists	2.93	2.09	0.20	12.40	2.81	9.84	4.40	9.33					44.00		
Admin	2003.73	1848.76	1848.59	2168.23	2051.73	2276.68	1836.30	1687.22					15721.24		
Total	2886.89	2612.35	2379.99	2870.30	2952.29	2791.02	2567.70	2972.70					22033.24		

ACTIVITY OUTSIDE JURISDICTION (Included In Totals Above)															
Calls Outside our Jurisdiction	3	2	3	8	1	4	0	2					23	6	8
Arrests Outside our Jurisdiction	0	0	0	0	0	0	0	0					0	0	0

2023 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

TOBYHANNA TOWNSHIP

Enforcement														2022	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	AUGUST	Prior YTD
Total Calls	269	215	287	287	275	307	351	299					2290	350	2349
<i>Complaints</i>	234	198	264	262	257	287	332	271					2105	327	2151
<i>Accidents</i>	35	17	23	25	18	20	19	28					185	23	198
Criminal Arrests	19	19	26	18	13	24	13	21					153	20	165
Traffic Arrests	37	37	51	42	24	74	65	54					384	59	326
Vehicle Code Warnings	28	32	65	55	49	67	83	66					445	58	317
Ordinance Arrests	2	0	0	0	0	1	0	0					3	1	4

Hours Breakdown													
Patrol	843.98	792.64	1069.26	902.32	889.25	913.58	956.60	910.62					7278.25
Investigation	290.78	339.82	343.17	251.06	312.40	466.35	431.67	463.87					2899.12
Paperwork	98.05	104.80	97.28	78.37	70.07	85.20	91.85	108.36					733.98
Court	32.23	17.00	29.00	37.92	56.95	31.72	15.50	39.40					259.72
Assigned	884.83	800.69	729.47	879.75	904.88	855.45	787.00	911.13					6753.20

Hours Actual vs Purchased													
Total Actual Time	2149.87	2054.95	2268.18	2149.42	2233.55	2352.30	2282.62	2433.38					17924.27
Hours Purchased	2165.73	1956.08	2165.73	2096.15	2165.73	2096.15	2165.73	2165.73					16977.04
Hours Over/Under	-15.86	98.87	102.45	53.27	67.82	256.15	116.89	267.65					947.24

Hours Over/Under Balance YTD													
Cumulative Carry Over	88.34												
Current O/U	72.48	171.35	273.80	327.07	394.89	651.03	767.92	1035.58					

Percentage of Hours													
% Actual	30.43%	32.20%	32.10%	31.43%	31.61%	34.40%	32.30%	34.44%					
% Purchased	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%	30.65%					
% Over/Under	-0.22%	1.55%	1.45%	0.78%	0.96%	3.75%	1.65%	3.79%					

**2023 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
MOUNT POCONO BOROUGH**

Enforcement														2022	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	AUGUST	Prior YTD
Total Calls	162	150	175	176	207	177	236	214					1497	202	1549
Complaints	139	131	163	156	187	155	217	190					1338	181	1376
Accidents	23	19	12	20	20	22	19	24					159	21	173
Criminal Arrests	41	23	10	27	18	23	32	27					201	32	149
Traffic Arrests	26	26	96	56	98	66	122	53					543	62	440
Vehicle Code Warnings	49	62	106	67	72	48	65	35					504	39	347
Ordinance Arrests	6	4	0	6	10	11	8	4					49	2	12

Hours Breakdown													
Patrol	260.83	256.95	250.79	245.26	279.85	209.27	303.37	207.83					2014.15
Investigation	276.47	143.98	259.77	202.91	251.89	160.01	217.20	272.84					1785.07
Paperwork	78.02	70.01	67.97	61.98	48.57	53.88	57.45	51.47					489.35
Court	29.70	37.75	46.08	24.20	34.75	24.42	68.08	23.75					288.73
Assigned	362.30	327.85	298.69	360.22	370.51	350.27	322.25	373.07					2765.16

Hours Actual vs Purchased													
Total Actual Time	1007.32	836.54	923.30	894.57	985.57	797.85	968.35	928.96					7342.46
Hours Purchased	886.78	800.94	886.78	858.29	886.78	858.29	886.78	886.78					6951.45
Hours Over/Under	120.54	35.60	36.52	36.28	98.79	-60.44	81.57	42.18					391.01

Hours Over/Under Balance YTD													
Cumulative Carry Over	79.52												
Current O/U	200.06	235.66	272.17	308.45	407.24	346.79	428.36	470.54					

Percentage of Hours													
% Actual	14.26%	13.11%	13.07%	13.08%	13.95%	11.67%	13.70%	13.15%					
% Purchased	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%	12.55%					
% Over/Under	1.71%	0.56%	0.52%	0.53%	1.40%	-0.88%	1.15%	0.60%					

**2023 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT
TUNKHANNOCK TOWNSHIP**

Enforcement														2022	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	AUGUST	Prior YTD
Total Calls	142	132	134	177	188	163	186	229					1351	166	1283
Complaints	133	125	122	171	174	152	172	215					1264	159	1207
Accidents	9	7	12	6	14	11	14	14					87	7	76
Criminal Arrests	7	8	11	7	9	5	4	15					66	19	57
Traffic Arrests	1	2	8	11	6	11	8	17					64	15	98
Vehicle Code Warnings	1	6	8	14	5	12	3	20					69	9	85
Ordinance Arrests	0	0	0	0	0	0	0	1					1	0	2

Hours Breakdown													
Patrol	31.55	66.27	80.38	102.28	129.09	75.21	341.90	122.44					949.12
Investigation	237.67	180.30	334.20	185.48	160.57	129.96	169.12	326.20					1723.50
Paperwork	39.32	40.73	48.53	56.87	43.80	34.53	29.85	46.20					339.83
Court	12.00	10.75	25.75	6.75	8.25	28.92	8.40	19.50					120.32
Assigned	314.96	285.01	259.66	313.15	322.09	304.50	280.14	324.32					2403.83

Hours Actual vs Purchased													
Total Actual Time	635.50	583.06	748.52	664.53	663.80	573.12	829.41	838.66					5536.60
Hours Purchased	770.90	696.28	770.90	746.13	770.90	746.13	770.90	770.90					6043.05
Hours Over/Under	-135.40	-113.22	-22.38	-81.60	-107.10	-173.01	58.51	67.76					-506.45

Hours Over/Under Balance YTD													
Cumulative Carry Over	109.09												
Current O/U	-26.31	-139.53	-161.91	-243.51	-350.61	-523.63	-465.12	-397.36					

Percentage of Hours													
% Actual	8.99%	9.14%	10.59%	9.72%	9.39%	8.38%	11.74%	11.87%					
% Purchased	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%	10.91%					
% Over/Under	-1.92%	-1.77%	-0.32%	-1.19%	-1.52%	-2.53%	0.83%	0.96%					

2023 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

BARRETT TOWNSHIP

Enforcement														2022	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	AUGUST	Prior YTD
Total Calls	75	54	73	77	102	96	108	102					687	115	741
Complaints	72	50	66	72	94	91	99	97					641	110	696
Accidents	3	4	7	5	8	5	9	5					46	5	45
Criminal Arrests	4	3	6	2	3	3	2	5					28	5	39
Traffic Arrests	5	2	17	2	9	4	8	10					57	8	39
Vehicle Code Warnings	7	6	17	2	9	8	4	4					57	5	33
Ordinance Arrests	0	0	0	0	0	0	0	1					1	0	0

Hours Breakdown													
Patrol	164.07	148.28	280.72	213.95	221.71	213.34	220.31	179.50					1641.88
Investigation	120.18	93.59	112.75	101.26	92.04	110.98	162.75	138.52					932.07
Paperwork	21.92	30.73	22.70	23.72	11.96	25.67	19.27	24.61					180.58
Court	20.65	17.50	15.05	10.25	12.25	17.00	4.55	4.00					101.25
Assigned	236.15	213.69	194.68	234.79	241.50	228.31	210.04	243.17					1802.33

Hours Actual vs Purchased													
Total Actual Time	562.97	503.79	625.90	583.97	579.46	595.30	616.92	589.80					4658.11
Hours Purchased	578.00	522.05	578.00	559.43	578.00	559.43	578.00	578.00					4530.90
Hours Over/Under	-15.03	-18.26	47.90	24.54	1.46	35.87	38.92	11.80					127.21

Hours Over/Under Balance YTD													
Cumulative Carry Over	-141.01												
Current O/U	-156.04	-174.30	-126.40	-101.86	-100.39	-64.52	-25.60	-13.80					

Percentage of Hours													
% Actual	7.97%	7.89%	8.86%	8.54%	8.20%	8.70%	8.73%	8.35%	0.00%	0.00%	0.00%	0.00%	
% Purchased	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	8.18%	
% Over/Under	-0.21%	-0.29%	0.68%	0.36%	0.02%	0.52%	0.55%	0.17%					

2023 POCONO MOUNTAIN REGIONAL POLICE DEPARTMENT

	ASSISTS													2022	
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD	AUGUST	Prior YTD
Ambulance Assists	23	14	27	29	24	26	32	33					208	25	212
Fire Assists	5	3	4	8	8	6	4	6					44	5	40
Assist to other Agencies	19	4	9	13	13	8	8	15					89	11	91
								1							
Rock Hill PD								1							
Schuykill PD								1							
PSP Fern Ridge	1		2	1				2							
Parsippany Troy Hills PD								2							
Slatington PD								2							
Pocono Township		1	1	2	2			3							
PSP Stroud	3	1		1	2		1	1	3						

AUGUST 2023

1		2	3	4	5	6
Classification of Offenses PART I OFFENSES		Offenses Reported or known to police (include unfounded and attempted)	Unfounded, i.e. False or Baseless Complaints	Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts	Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6	Number of Clearances Involving only Persons under 18
01. CRIMINAL HOMICIDE		1	-	1	-	-
A. Murder and Nonnegligent Manslaughter	11	1		1	-	
B. Manslaughter by Negligence	12			-		
02. FORCIBLE RAPE Total	20	2	1	1	1	-
A. Rape by Force	21	2	1	1	1	
B. Assault to Rape-Attempts	22			-		
03. ROBBERY Total	30	2	-	2	2	-
A. Firearm	31			-		
B. Knife or cutting instrument	32			-		
C. Other Dangerous Weapon	33			-		
D. Strong Arm(hands, feet, etc.)	34	2		2	2	
04. ASSAULT Total	40	12	-	12	10	-
A. Firearm	41			-		
B. Knife or cutting instrument	42	1		1	1	
C. Other Dangerous Weapon	43			-		
D. Hands, fist, feet, etc.	44	2		2	1	
E. Other Assaults-Not aggravated	45	9	-	9	8	
05. BURGLARY Total	50	8	-	8	-	-
A. Forcible Entry	51	2		2		
B. Unlawful Entry-No force	52	5	-	5		
C. Attempted forcible entry	53	1		1		
06. LARCENY - THEFT (except motor vehicle theft)	60	51	1	50	16	1
07. MOTOR VEHICLE THEFT Total	70	2	-	2	-	-
A. Autos	71	2		2	-	-
B. Trucks and Buses	72			-		
C. Other Vehcles	73			-		
09. ARSON	90			-		
TOTAL PART I OFFENSES	77	78	2	76	29	1

1 Classification of Offenses PART II OFFENSES	2 Offenses Reported or known to police (include unfounded and attempted)	3 Unfounded, i.e. False or Baseless Complaints	4 Number of Actual Offenses(Col. 2 minus Col. 3) Include Attempts	5 Total Offenses Cleared by Arrest or Exceptional means Includes Col. 6	6 Number of Clearances Involving only Persons under 18
100. Forgery and Counterfeiting			-		
110. Fraud	20	-	20		
120. Embezzlement	1		1		
130. Stolen Prop., Rec., Possess., Buying			-	-	-
140. Vandalism	13		13	2	
150. Weapons, Carrying, Possess, etc.	1		1		
160. Prostitution and Commercialized Vice			-		
170. Sex Offenses (except 02 and 160)	8	1	7	3	1
180. Drug Abuse Violations Total	21	-	21	11	1
Sale/mfg. 18A. Opium-Cocaine	2		2	2	
18B. Marijuana			-		
18C. Synthetic	3		3	3	
18D. Other	3		3	2	
Possession 18E. Opium-Cocaine	3		3	2	
18 F. Marijuana			-	1	1
18G. Synthetic	2		2	-	-
18H. Other	8		8	1	
190. Gambling Total	-	-	-	-	-
19A. Book Making			-		
19B. Numbers. Etc.			-		
19C. Other			-		
200. Offenses Against Family & Children	6		6	1	
210. Driving Under the Influence	10		10	6	-
220. Liquor Laws	1		1		
230. Drunkenness	1		1	1	
240. Disorderly Conduct	63	7	56	47	1
250. Vagrancy			-		
260. All Other Offenses (except traffic)	70	15	55	39	
TOTAL PART II OFFENSES	215	23	192	110	3

Pocono Mountain Regional Police UCR Crime Stats
AUGUST 2023

	DEPART TOTAL	TOBY	TUNK	BORO	COOL	BAR	OUT	SRO
Homicide	1	0	0	0	0	1	0	0
Rape	2	0	0	0	1	1	0	0
Robbery	2	1	0	0	0	1	0	0
Assaults	11	3	3	0	5	0	0	1
Burglary	8	3	1	2	2	0	0	0
Larceny - Thefts	51	11	6	24	9	1	0	0
Stolen Vehicles	2	0	0	2	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Forgery	0	0	0	0	0	0	0	0
Fraud	20	4	4	2	8	2	0	0
Embezzlement	1	0	0	0	1	0	0	0
Stolen Property	0	0	0	0	0	0	0	0
Vandalism	13	2	2	1	6	2	0	0
Weapons	1	1	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0
Sex Offenses	8	4	0	2	2	0	0	0
Drug Violations	21	1	17	1	2	0	0	0
Gambling	0	0	0	0	0	0	0	0
Offenses Family	6	0	1	0	5	0	0	0
DUI	10	6	0	2	2	0	0	0
Liquor Laws	1	0	1	0	0	0	0	0
Drunkenness	1	1	0	0	0	0	0	0
Disorderly Conducts	63	15	7	18	19	4	0	0
All Others	70	14	15	9	24	8	0	0
UCR TOTALS	292	66	57	63	86	20	0	1

Domestics	73	14	9	13	35	2	0	0
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MOUNT POCONO BOROUGH
Larceny - Thefts Breakdown 2023

	TOTAL	RESIDENTIAL	COMMERCIAL
January	14	0	14
February	13	1	12
March	14	0	14
April	17	0	17
May	14	0	14
June	14	0	14
July	24	1	23
August	24	2	22
September	0		
October	0		
November	0		
December	0		
2023 Total	134	4	130

Pocono Mountain Regional Emergency Medical Services

“Excellence, Honor, and Compassion”

Coolbaugh Township EMS Activity		August 2023		
Total Coolbaugh Calls August 2023: 233		Total PMREMS Calls August 2023: 631		
Total Coolbaugh Calls QTD: 490		Total PMREMS Calls QTD: 1,311		
Total Coolbaugh Calls YTD: 1,830		Total PMREMS Calls YTD: 4,666		
		July	August	September
Non-Emergency Transports		46	41	
Calls Lost to Mutual aid		49	35	
Calls Picked Up from Mutual Aid		10	20	



Coolbaugh Twp. Vol. Fire Co.	August 2023
Total Calls for the Month: 51	Total Calls YTD: 385
Dispatched in Coolbaugh for the Month: 50	Dispatched in Coolbaugh YTD: 369
Dispatched Mutual Aid for the Month: 1	Dispatched Mutual Aid YTD: 16
Total Incident Hours: 105.64	Total Man Hours (Calls) YTD: 1,018.47
Total Training Hours: 92.50	Training Hours YTD: 1,352.50
Total Man Hours Business: 75.50	Total Man Hours Business YTD: 995.50
Total Hours for Month: 273.64	Total Hours YTD: 3,366.47
Monthly Call Breakdown	
Call Type	Call Total
Automatic Fire / CO Alarm	24
Lift Assist / EMS Assist / MedEvac	5
Odor Investigation / Remove Smoke	0
Hazmat / Carbon Monoxide	0
Motor Vehicle Crash	11
Motor Vehicle Crash w/ Entrapment	0
Residential Structure Fire	0
Commercial Structure Fire	0
Vehicle Fire	1
Vegetation / Brush Fire	1
Other Type of Fire (<i>illegal fire pit</i>)	1
Traffic Control Only	0
Wires Down / Tree on Wires / Tree Across Road	1
Mutual Aid to Other Municipality	1
Water Rescue	1
Special Type of Incident / All Other (see below)	5
(<i>system tests, unfounded incident</i>)	
Total Calls for Month	51
Average # of firefighters per call: <u>4.3</u>	
Total Calls in 2023: <u>385</u>	

Fire Company: **Gouldsboro Vol Fire Co**

Month: August 2023

Total Monthly Calls: 15

Total Calls YTD: 123

Total dispatched in Coolbaugh MTD: 4

Total dispatched in Coolbaugh YTD: 25

Total Mutual Aid Calls to Other Townships: 4

Total Man Hours (Calls) Month: 56.5

Total Man Hours (Calls) YTD: 637.5

Training Hours Month: 233

Training Hours YTD: 1613.5

Total Man Hours Business Month: 981.5

Total Man Hours Business YTD: 6080

Total Hours MTD: 1271

Total Hours YTD: 8331

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	6
Dwelling Fire	
Fire, other	
Extrication	
Hazmat	1
Lift Assist/EMS Assist/ Medivac Landing	1
Mutual Aide	4
CO Alarm/Investigation	1
Odor Investigation - remove smoke	
Structure (Commercial) Fire	
Traffic Control Only	
Vegetation (Brush) Fire	
Vehicle Accident	
Vehicle Fire	
Wires Down/ Tree on Wires/ Tree Across Road	1
Special Type of incident	1
Total Calls per Month	15

Average #firefighters per call: 3.5

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

Coolbaugh Township Municipal Building

Attn: Erin Masker

5520 Municipal Drive

Tobyhanna, PA 18466

Email: emasker@coolbaughtwp.org

Fax: 570-894-8413

Monthly report due by the Wednesday before the meeting.

Fire Company: **Pocono Summit VFC**

Aug-23

Total Montly Calls: 41

Total Calls YTD: 297

Total Mutual Aid Calls to Other Townships:

Month: 6	YTD: 54	
Coolbaugh: 4		38
Pocono Twp: 1		8
Mt. Pocono: 0		0
Tobyhanna TWP Bureau Of Fire:0		6
Tunkhannock: 1		2
Total Man Hours (Calls) Month: 198	Total Man Hours (Calls) YTD: 1,537	
Training Hours Month: 1500	Training Hours YTD: 2,700	
Total Man Hours Business Month: 3200	Total Man Hours Business YTD: 6,390	
Total Hours MTD: 4,898	Total Hours YTD: 10,627	

Monthly Call Breakdown Report

Call Type	# per Month
Automatic Alarm	20
Dwelling Fire	1
Fire, other	1
Extrication	1
Hazmat	1
Lift Assist/EMS Assist/ Medivac Landing	
Severe Weather	
Odor Investigation - remove smoke	2
Structure (Commercial) Fire	1
Traffic Control Only	
Vegetation (Brush) Fire	
Vehicle Accident	8
Vehicle Fire	2
Wires Down/ Tree on Wires/ Tree Across Road	3
Special Type of Incident	1
Total Calls per Month	41
Average #firefighters per call	13

4



COOLBAUGH TOWNSHIP Codes & Zoning Department

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

9/15/2023

Erin

Codes and Zoning Report for BOS Meeting Sept 19th, 2023. All totals are year to date.

Zoning Permit Applications:	613
Alarm Permit Applications:	33
Sewage Permit Applications	68
Open Property Violations:	59
Open Zoning Violations:	63
Open Alarm Violations:	109
Open Littering Violations:	0
Open Nuisance Violations:	30
Open Sewage Violations:	44
Open Right of Way Violations	4
Open Fireworks Violations	0
SMO Pumping Reports Received	623
SMO Pumping Permits Expired	877

STR Permit Applications Processed	710
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Active	Pending	Revoked	Expired	Total
1040	216	25	172	1453

Sincerely

Tomas Keane

Director of Codes & Zoning

5

TOTAL PROPERTIES	7	8/7/2023	16454		9/14/2023	16454	DIFFERENCE	0
NOT CHECKED			0		NOT CHECKED	0		0
UNDEVELOPED			4813		UNDEVELOPED	4813		0
N/A			220		N/A	220		0
OK			9730		OK	9736		6
NO SIGN			540		NO SIGN	538		2
SIZE			549		SIZE	547		2
HEIGHT			109		HEIGHT	107		2
INCORRECT			96		INCORRECT	96		0
LOCATION			38		LOCATION	38		0
S&H			228		S&H	228		0
VACANT			114		VACANT	114		0

6



CIVIL ENGINEERS & SURVEYORS

863 Interchange Road, P.O. Box 639, Kresgeville, PA 18333 | 610-681-5233 | www.KCEinc.com
Bethlehem | Allentown | Kresgeville

COOL-22-001

September 6, 2023

Coolbaugh Township Board of Supervisors

(via email to Erin Masker, Secretary /Administrative Assistant: emasker@coolbaughtwp.org)

**RE: NORTHAMPTON FARMS, LLC – LANDSTON EQUITIES – 611 INDUSTRIAL CENTER
SUBDIVISION / LAND DEVELOPMENT PLAN
WETLANDS ENCROACHMENT WAIVER REQUEST**

Dear Board Members,

We have reviewed the above-referenced submission which included the following information.

- Letter by Erich J. Schock of Fitzpatrick Lentz & Bubba Attorneys At Law (FL&B), dated August 24, 2023
- Report titled "Wetland Delineation Report", prepared by Geo-Technology Associates, Inc. (GTA), dated September 12, 2022, and revised May 23, 2023
- Letter by Department of the Army, U.S. Army Corps of Engineers (ACOE), dated August 4, 2023, with Preliminary Jurisdictional Determination (PJD) Form
- Plan titled "Wetlands Encroachment Exhibit", prepared by Benchmark Civil Engineering Services, Inc., dated August 7, 2023 (sheet 1 of 1) (Plan Exhibit)

Our review comments are as follows:

1. The Applicant is requesting a waiver (partial waiver/modification) that includes proposed disturbance within properties that they don't control or own in conjunction with the proposed Main Street re-alignment (**Halstead** and **Nadzhibe** properties) and for filling operations along the shoulder of SR 0611 (**Pocono Services** property). The waiver cannot be granted to the Applicant for those off-site portions of the encroachment.
2. The main access to the property has not been finally approved by PennDOT. Therefore, the extent of encroachment areas may change. (Note: PennDOT has issued eight (8) review letters for this project so far and the proposed Main Street re-alignment has just been proposed within the last few months.)

3. The existing driveway for the **Smith** property (which many contain a business) is proposed to connect to the shoulder widening of SR 0611 along a right turn only lane westbound onto the proposed Main Street re-alignment. We are concerned about the location of this driveway relating to the overall intersection. A sign-off from the Property Owner may be required by PennDOT.
4. The work within SR 0611 shows three (3) left turns from the same left turn only lane eastbound (to Laurel Drive, the existing Convenience Store, and Main Street re-alignment). For vehicles traveling westbound on SR 0611 it may be difficult to decipher which left turn the opposing traffic is intending to make which may result in an unsafe condition.
5. The last formal submittal of the Land Development Plan (from late July of 2022, over 13 months ago) showed an access drive turning right about two-hundred feet (200') into the site off the main access drive. That access drive fell within the outer wetland buffer area.
6. Properties of **Nadzhibe, Halstead, Smith, and Veral**, are affected by the proposal. A Subdivision Plan may be required in lieu of the PennDOT Right-of-Way taking process. The Subdivision Plan should include all properties affected by the project within the Limits of Work. The Applicant has not provided any evidence that these property owners have been consulted regarding the project.
7. Work is proposed along properties of **Pocono Services, Hutchins, Pummer**, and the **Philadelphia Annual Conference of the African Methodist & Episcopal Church**, as well as those listed in comment #6. The Applicant has not provided any evidence that these property owners have been consulted regarding the project, but the owners' acceptance of the proposed work in front of their properties may be required by PennDOT.
8. The project may affect the **Paper Birch Lane** (a private street) intersection.
9. Generally, no existing or proposed contour lines/grading is shown on the Plan Exhibit to demonstrate the limits of work or how drainage is affected. Therefore, we cannot concur with the limits of wetland and wetland buffer encroachments and areas as depicted on the Plan Exhibit.
10. No proposed work for utilities lines (electric, sanitary, etc.) has been depicted on the Plan Exhibit. Therefore, we cannot concur with the limits of wetland and wetland buffer encroachments and areas as depicted on the Plan Exhibit.
11. The extension of the existing drainage culvert from Laurel Drive will require a Stream Enclosure (Chapter 105) Permit from the PA DEP (due to the proposed shoulder widening of SR 0611 and its total new length being over one hundred feet (100')). Also, its outlet will probably lie within the property of **Pocono Services**.
12. The Plan Exhibit shows the entire area of the outer wetlands buffer between the main access drive and the emergency access driveway to be disturbed. It appears as if some of that area could remain undisturbed.
13. Guide rail may be necessary along the **Smith** property.

14. The ACOE did not verify the wetlands delineation along Main Street.
15. The Plan Exhibit provided does not show the entire limits of work to the east and west along SR 0611.
16. The Plan Exhibit shows pedestrian walkways through the proposed intersection but at the southwest corner the walkway stops at the proposed guide rail. If a detectable warning device and/or curb ramp is required at that location, then the proposed guide rail will need to be pushed back off the edge of shoulder which will require more proposed grading into the wetlands.
17. If the waiver is granted for the impacts shown on the Plan Exhibit, but changes are required to be made by PennDOT (or other agency) that revise the proposed toe of slope and create additional wetland impacts, then a new waiver request will be necessary.
18. The limits of disturbance within the inner and outer wetland buffers for the Main Street construction are not complete.
19. The removal of existing bituminous paving for the abandoned portion of Main Street shall be included within the disturbed area of the inner and outer buffers as necessary.

If you have any questions regarding this project, please do not hesitate to contact us at your convenience.

Sincerely,

KEYSTONE CONSULTING ENGINEERS, INC.

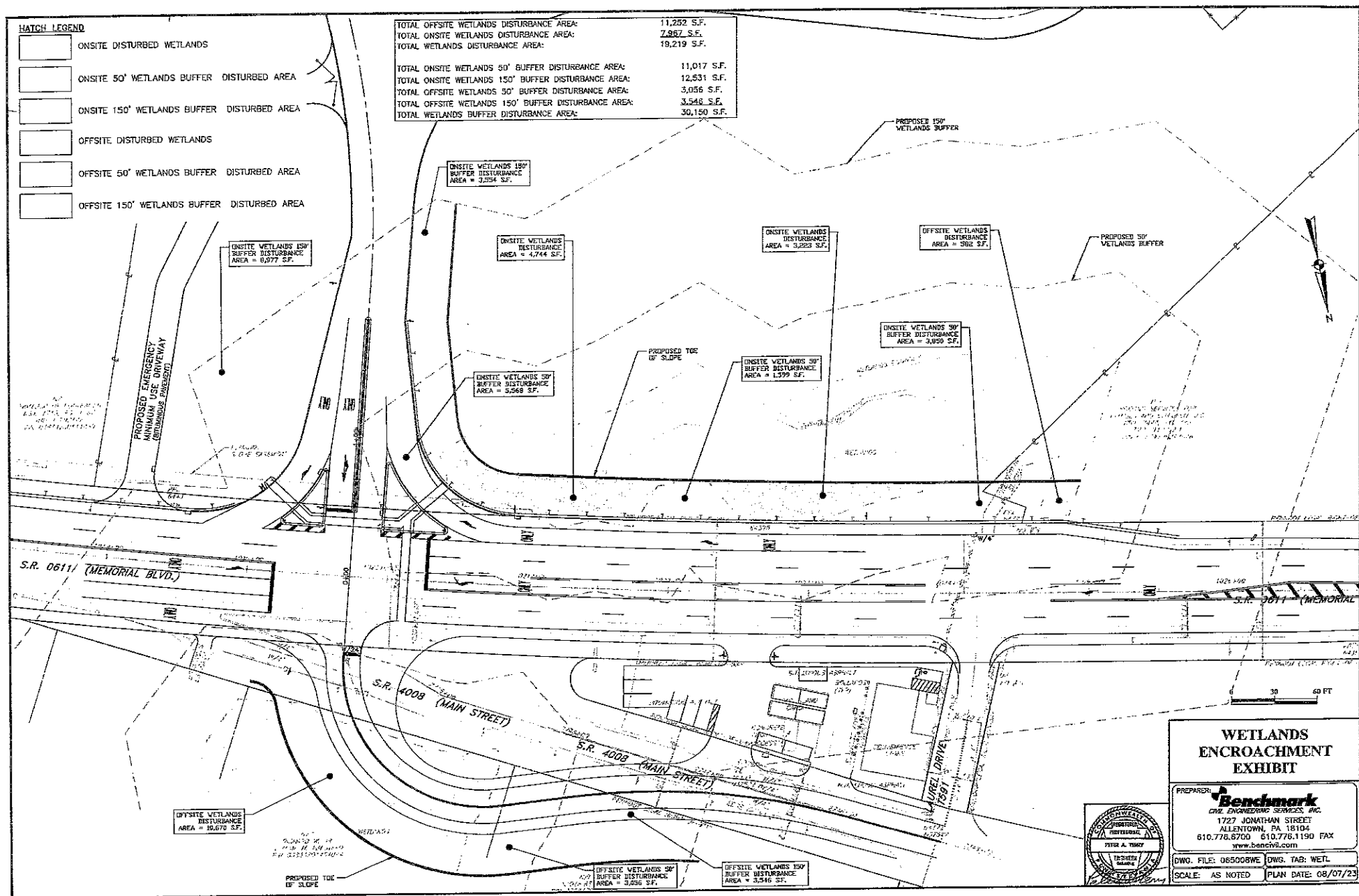


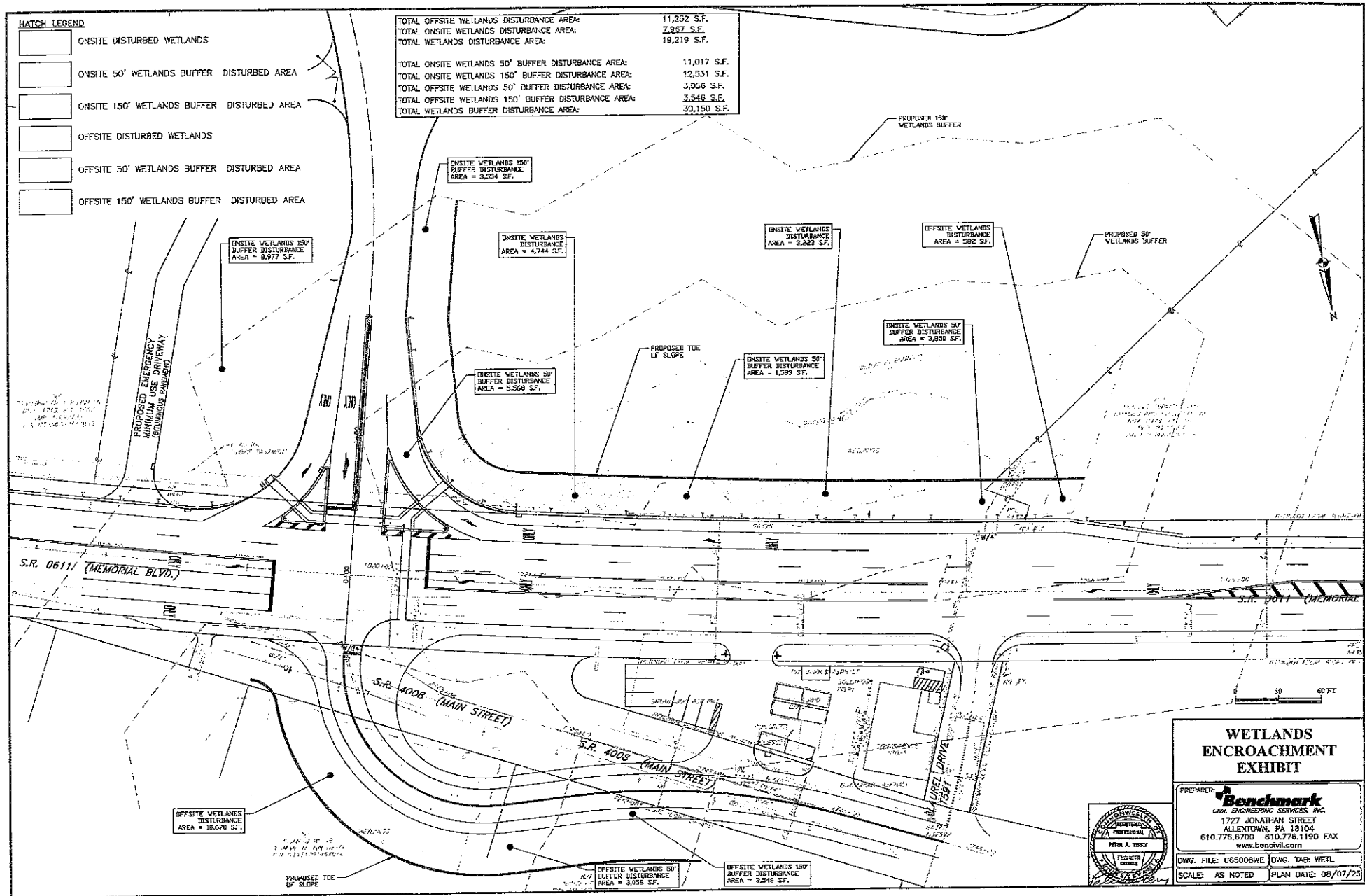
Gregory S. Haas, P.E.



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

c.c. Patrick Armstrong, Esquire (via email only: parmstrong@grimlaw.com)
Paul Szewczak, Benchmark (via email only: paul.szewczak@bencivil.com)





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TO: Coolbaugh Township Board of Supervisors
FROM: Erin Masker, Township Secretary/Administrative Assistant
DATE: September 19, 2023

SUBJECT: **Coolbaugh Township Trick or Treat Advertisement**

Coolbaugh Township Board of Supervisors announced that Trick or Treat in Coolbaugh Township will be held on Tuesday, October 31, 2023 from 5:00pm-8:00pm.

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COOLBAUGH TOWNSHIP Board of Supervisors

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

To: Board of Supervisors

From: Patricia A. Rosendale

Date: September 5, 2023

**Subject: MINIMUM MUNICIPAL OBLIGATION FOR 2024 - NON- UNIFORM
PENSION**

Estimated 2024 Payroll for Plan Participants
(01/01/23 - 08/31/23 payroll added to amount
for 08/16 multiplied by 4).

\$ 988,830.77

Total Normal Cost (10% of Estimated 2024
payroll):

98,883.07

Estimated Total Administrative Expenses:

2,500.00

Minimum Municipal Obligation for 2024 :

\$ 101,383.07

Patricia A. Rosendale
Treasurer

September 5, 2023
Date Certified

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COOLBAUGH TOWNSHIP Board of Supervisors

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

FINANCIAL REPORT - BOARD OF SUPERVISORS

SEPTEMBER 19, 2023 BOARD MEETING

AS OF AUGUST 31, 2023

Revenue

2023 General Fund Budget = \$8,589,560

ITEM	AMOUNT	% BUDGET LINE
Real Estate Taxes (Current & Delinquent)	\$ 3,887,892	96%
Earned Income Tax	1,458,908	86%
Real Estate Transfer Tax	723,704	85%
LST	200,595	56%
Licenses & Permits	254,557	73%
Rents	23,691	50%
Zoning Fees	110,663	173%
Fines & Forfeits	17,917	64%
Building Code Fees	79,279	264%
Grant Proceeds	-	0%
All other sources	129,742	18%
Total Revenue	\$ 6,886,948	

Expense

2023 General Fund Budget = \$8,589,560

ITEM	AMOUNT	% BUDGET LINE
Pocono Mountain Regional Police Dept.	\$ 1,885,112	66%
Salaries	823,942	60%
Capital Purchases	574,748	46%
Employee Benefits	520,631	60%
Fire	167,228	45%
GOB Principal & Interest Payment	53,180	100%
Interfund Transfers	140,000	68%
Contracted Services	133,284	60%
Road Materials	124,712	66%
Pocono Mountain EMS	80,000	80%
Insurance	118,191	62%
Vehicle Repair & Maintenance	53,918	60%
Fuel	51,259	50%
Legal Fees	63,265	99%
Utilities	54,593	68%
Engineering	19,105	26%
Control Center	24,226	75%
All other sources	163,215	36%
Total Expense	\$ 5,050,607	

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**COOLBAUGH TOWNSHIP
CASH DISBURSEMENTS REPORT
SEPTEMBER 19,2023**

DATE	CK #	DESCRIPTION	AMOUNT
9/5/2023		Payroll Transfer	\$ 50,000.00
9/19/2023		General Fund	\$ 97,465.15
9/19/2023		Total General Fund	\$ 147,465.15
9/19/2023		EMS	\$ 200,000.00
9/19/2023		EMS TOTAL	\$ 200,000.00
9/19/2023		Escrow	\$ 44,882.50
9/19/2023		Total Escrow Fund	\$ 44,882.50
9/19/2023		Sewer Fund	\$ 12,415.14
9/19/2023		Total Sewer Fund	\$ 12,415.14
		TOTAL DISBURSEMENTS	\$ 404,762.79

CASH TRIAL BALANCE AS OF SEPTEMBER 19,2023

General Fund Checking	\$ 7,750,453.65
Fire Tax/Coolbaugh Twp VFD	269,642.81
Fire Tax- Volunteer Fire Departments	80.98
Fire Tax- Coolbaugh Fire Building Fund	662,050.54
EMS	101,940.29
American Rescue Plan	2,066,292.48
Payroll Checking	1,045.04
Rainy Day Fund Savings	960,008.88
Total General Fund	\$11,811,514.67
Sewer Fund Checking	10,758.11
Sewer PennVest Checking	22.07
Total Sewer Fund	\$ 10,780.18
Capital Projects Fund Checking	\$ 15,231.60
Emerg. Services Fund Money Market	202,116.28
Emerg. Services Fund Checking	20,978.61
Total Emergency Services Fund	\$ 223,094.89
Liquid Fuels Fund Checking	\$ 268,277.26
Escrow Fund Checking	716,926.94
Escrow Fund Clarius Checking	100,683.72
Total Escrow Fund	\$ 817,610.66
TOTAL ALL FUNDS	\$ 13,146,509.26

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

Check#	Vendor	Description	Payment	Check Total
10107	560 - ALLSTATE SEPTIC SYSTEM,LLP	PO 23860 PARK/CONCESSION/MULTI FIELD/BASKETBALL	740.00	740.00
10108	1258 - AM TRUST NORTH AMERICA	PO 23841 OCT	7,109.00	7,109.00
10109	1330 - AMAZON CAPITAL SERVICES	PO 23826 SUPPLIES	108.92	
		PO 23843 SUPPLIES	133.63	
		PO 23869 CALCULATOR	122.26	
		PO 23871 ROADSIDE MOWER	251.88	616.69
10110	1039 - AMERICAN UNITED LIFE INS. CO.	PO 23873 SEPT	1,368.93	1,368.93
10111	1483 - AUTO PARTS OF MT POCONO	PO 23829 PARTS	230.37	
		PO 23834 SUPPLIES	148.29	
		PO 23848 PARTS	74.03	
		PO 23880 BATTERY	480.00	932.69
10112	1148 - BARTRON SUPPLY INC	PO 23835 SPINDLE	717.27	717.27
10113	1059 - BILL'S SHOPRITE	PO 23851 FUEL	242.19	242.19
10114	1521 - BUCHART HORN, INC.	PO 23886 PROJECT#3	7,220.74	7,220.74
10115	177 - CCI WASTE & RECYCLING SERVICE, INC.	PO 23734 RECYCLING	4,788.63	
		PO 23797 RECYCLE	17,305.91	22,094.54
10116	724 - CINTAS -	PO 23881 FIRST AID STATIONS	213.91	213.91
10117	1240 - CINTAS CORPORATION	PO 23859 UNIFORMS	164.70	
		PO 23863 UNIFORMS	123.79	288.49
10118	1085 - DE LAGE LANDEN	PO 23840 9/1-9/30/2023	77.75	77.75
10119	1113 - ELAN FINANCIAL SERVICES	PO 23892 AD/ DVS DRIVER SUPPLIES /ADOBE/MSFT/VETE	7,192.06	7,192.06
10120	1360 - FALCON FUEL SUPPLY	PO 23857 FUEL	2,920.83	2,920.83
10121	1425 - FRASER ADVANCED SYSTEMS	PO 23844 6/6-9/5/2023 COPIER	1,318.60	1,318.60
10122	531 - FRY'S PLASTIC	PO 23836 PARTS	73.65	73.65
10123	95 - GATE HOUSE MEDIA PA HOLDINGS, INC.	PO 23884 STR	197.22	197.22
10124	1296 - GRIM,BIEHN & THATCHER	PO 23839 RAY PRICE /IMPERIAL/GENERAL MATTERS/ POP	3,944.00	3,944.00
10125	48 - H. CLARK CONNOR	PO 23872 ZHB	647.50	
		PO 23875 PLANNING COMMISSION 8/2-9/12	542.50	1,190.00
10126	54 - H.A. BERKHEIMER, INC.	PO 23861 LST	972.03	972.03
10127	386 - JAMES FRUTCHY III	PO 23824 BOOT REMIBURSEMENT	300.00	
		PO 23891 INS. REIMBURSEMENT	350.00	
		PO 23244 JNS REIMBURSEMENT	350.00	1,000.00
10128	616 - KIMBALL MIDWEST	PO 23852 DEGREASER	234.00	234.00
10129	734 - LINDSEY EQUIPMENT	PO 23870 MUFFLER	463.63	463.63
10130	1361 - LOCUST RIDGE QUARRY	PO 23830 2A	1,017.90	
		PO 23868 ROAD MATERIAL	1,005.00	2,022.90
10131	891 - LOWE'S	PO 23855 DOOR OPENER/SUPPLIES	576.35	576.35
10132	1429 - MARSHALLS CREEK QUARRY	PO 23885 AASHTO # 10	144.30	144.30
10133	69 - MEDICO	PO 23882 REPAIR	37.00	37.00
10134	917 - MILLENNIUM ADMINISTRATORS	PO 23866 SEPT ADMIN FEE	500.00	500.00
10135	241 - MONROE COUNTY CONTROL CENTER	PO 23874 DISPATCH FEES	8,075.25	8,075.25
10136	302 - MONROE COUNTY TREASURERS OFFICE	PO 23864 BILL/POSTAGE	6,857.52	6,857.52
10137	1437 - NATIONAL WASTE DISPOSAL, INC	PO 23889 JULY/AUGUST	1,014.00	1,014.00
10138	1523 - NUSO, LLC	PO 23888 PHONES	43.67	43.67
10139	81 - P P & L	PO 23845 83201-80003 street lights	1,083.92	
		PO 23850 64488-49005 611 CORP CENTER	61.33	
		PO 23887 54691-27003 LAUREL DR	324.63	1,469.88
10140	87 - PENNSYLVANIA ONE CALL SYSTEM, INC.	PO 23862 FAX/CBT	249.80	249.80
10141	1505 - PENNSYLVANIA STEEL CO INC	PO 23876 CARBON PIPE	1,348.96	1,348.96
10142	1501 - POCONO COMMUNITY CHURCH INC.	PO 23867 TAX REFUND	2,675.31	2,675.31
10143	206 - PSATS	PO 23838 TESTING	120.00	120.00
10144	1343 - RICHARD SULLIVAN	PO 23854 BOOT REMIBURSEMENT	152.00	152.00
10145	105 - S & S TOOLS & SUPPLIES	PO 23878 SUPPLIES	417.96	417.96
10146	1433 - SELECTIVE INSURANCE CO.OF AMERICA	PO 23842 LIABILITY	8,622.00	8,622.00
10147	111 - SHERWIN WILLIAMS	PO 23849 PAINT	28.69	28.69
10148	161 - STEPHENSON EQUIPMENT INC.	PO 23879 VALVE LOCK- TIGER MOWER	314.15	314.15
10149	286 - SUBURBAN PROPANE	PO 23847 FUEL	93.25	
		PO 23883 FUEL OIL	320.56	413.81
10150	31 - TK ELEVATOR CORPORATION	PO 23837 9/1-9/30/2023	338.50	338.50
10151	756 - UGI Utilities	PO 23846 GARAGE	59.70	59.70
10152	119 - VERIZON	PO 23890 PHONES	306.18	306.18
10153	1469 - VFW 509 AUX	PO 23832 PATRIOT'S DAY	260.00	260.00
10154	122 - WEST END PRINTING	PO 23856 BUSINESS CARRDS/ WINDOW ENVELOPES	289.00	289.00
TOTAL				97,465.15

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

Check#	Vendor	Description	Payment	Check Total
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Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP, YEAR	NON-BUDGETARY	CREDIT
01.101.000	GENERAL FUND CHECKING			0.00	97,465.15
01.400.000	GENERAL GOV'T	2,588.40			
01.401.000	MANAGER -EXECUTIVE	108.92			
01.402.000	FINANCIAL ADMIN	122.26			
01.403.000	TAX COLLECTION	10,504.86			
01.404.000	LAW	2,635.00			
01.405.000	MUNICIPAL OFFICE	517.52			
01.409.000	BUILDING & PLANTS	14,246.04			
01.414.000	ZONING OFFICE	3,597.87			
01.415.000	EMERGENCY MANAGEMENT	8,075.25			
01.418.000	ZONING HEARING BOARD	792.64			
01.419.000	PLANNING COMMISSION	542.50			
01.427.000	SOLID WASTE COLLECTION / DISPO	20,125.45			
01.430.000	DPW-HIGHWAYS ROADS STREETS	3,544.79			
01.433.000	DPW-TRAFFIC SIGNS STREET SIGN	1,160.94			
01.437.000	DPW-REPAIR OF TOOLS & MACHINER	6,063.36			
01.439.000	DPW-HIGHWAY CONSTR & REBUILDIN	1,005.00			
01.454.000	PARKS	2,687.70			
01.457.000	CIVIL & MILITARY CELEBRATIONS	357.25			
01.486.000	INSURANCE	15,731.00			
01.487.000	EMPLOYEE BENEFITS	3,058.40			
TOTALS FOR	GENERAL FUND	97,465.15	0.00	0.00	97,465.15

Total to be paid from Fund 01 GENERAL FUND

97,465.15

97,465.15

List of Bills - (05101000) EMS Checking EMS FUND

Check#	Vendor	Description	Payment	Check Total
1003	94 - POCONO MOUNTAIN REGIONAL EMS	PO 23893 TAX FUNDS	200,000.00	200,000.00
	TOTAL			200,000.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
05.101.000	EMS Checking			0.00	200,000.00
05.412.000	TAX DISBURSEMENTS	200,000.00			
TOTALS FOR	EMS FUND	200,000.00	0.00	0.00	200,000.00

Total to be paid from Fund 05 EMS FUND

200,000.00
=====

200,000.00

List of Bills - (85101000) ESCROW FUND CHECKING ESCROW

Check#	Vendor	Description	Payment	Check Total
1321	1530 - BRIAN DONOVAN	PO 23827 FIRE ESCROW	28,600.00	28,600.00
1322	1531 - EVGENILY & DENIS CHERNIAK	PO 23828 FIRE ESCROW	14,360.00	14,360.00
1323	1296 - GRIM,BIEHN & THATCHER	PO 23839 RAY PRICE /IMPERIAL/GENERAL MATTERS/ POP	1,922.50	1,922.50
TOTAL				44,882.50

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
85.101.000	ESCROW FUND CHECKING			0.00	44,882.50
85.250.029	EVGENI & DENIS CHERNIAK -1371 WINDING WAY			14,360.00	
85.250.049	BRIAN DONOVAN			28,600.00	
85.250.229	WGH TRUCKING / HERRERA			34.00	
85.250.370	CENTER ROCK -POCONO JEEP			255.00	
85.250.385	PMCC NORTH WAREHOUSE			680.00	
85.250.392	MAPLETREE			136.00	
85.250.398	TOLANI PLAZA			52.50	
85.250.593	IMPERIAL REALTY PROPERTY			731.00	
85.250.598	NORTHAMPTON FARMS			34.00	
TOTALS FOR	ESCROW	0.00	0.00	44,882.50	44,882.50

Total to be paid from Fund 85 ESCROW

44,882.50

44,882.50

List of Bills - (08101000) CHECKING SEWER FUND

Check#	Vendor	Description	Payment	Check Total
3082	1330 - AMAZON CAPITAL SERVICES	PO 23871 ROADSIDE MOWER	42.10	42.10
3083	1251 - ENVIRONMENTAL SERV. CORP.	PO 23825 SLUDGE REMOVAL	357.30	
		PO 23833 8/31/2023	897.22	
		PO 23858 9/12/2023	357.30	1,611.82
3084	520 - K.L. FULFORD ASSOCIATES, INC	PO 23831 SEPT	5,800.00	5,800.00
3085	1437 - NATIONAL WASTE DISPOSAL, INC	PO 23889 JULY/AUGUST	360.00	360.00
3086	936 - NORTH END ELECTRIC	PO 23877 REFURBISH 2 PUMPS	2,479.87	2,479.87
3087	160 - NORTHEAST CHEMICAL& SUPPLY CO., INC.	PO 23865 SODA ASH	1,350.20	1,350.20
3088	119 - VERIZON	PO 23890 PHONES	322.39	322.39
3089	439 - YOUNG & HAROS, LLC	PO 23853 WAL-MART	448.76	448.76
TOTAL				12,415.14

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
08.101.000	CHECKING			0.00	12,415.14
08.429.125	CONTRACT SERVICE PLANT	5,800.00			
08.429.200	SUPPLIES	1,392.30			
08.429.314	PROFESSIONAL FEE SOLICITOR	448.76			
08.429.320	TELEPHONE	322.39			
08.429.374	MAINT/REPAIR EQUIPMENT	2,479.87			
08.429.452	SLUDGE HAULING	1,611.82			
08.429.453	CONTRACTED SERVICE -TRASH	360.00			
TOTALS FOR	SEWER FUND	12,415.14	0.00	0.00	12,415.14

Total to be paid from Fund 08 SEWER FUND

12,415.14

12,415.14