

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION NOTES
April 17, 2018

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

Board Members present:

William Weimer, Anthony Lamantia, Lynn Kelly, Alma I. Ruiz-Smith and Clare Colgan

Board Members absent:

None

Staff present:

Patrick Armstrong, Township Solicitor, Erin Masker, Township Secretary, Patricia Rosendale, Township Treasurer and Meredith Thompson, Assistant Business Manager

Staff absent:

None

Mr. Weimer announced that this work session is being recorded to aid in the preparation of the notes.

1. Controlling Costs at the WWTP

Mr. Weimer stated that there are multiple items that have been paid for by a Purchase Order at the Wastewater Treatment Plant that are being called emergency repairs and now we need to purchase a \$6,000.00 computer for the plant. Dave Kavitski, WWTP Engineer was in attendance and explained that the plant is run by a PLC – Programmable Logic Controller which is a touch screen computer that is not going to last much longer as they have currently been advised to pull out a fuse in order to try to save on the life until a new computer is purchased. Mr. Kavitski stated that this is the most crucial piece of equipment in the plant as it is the only piece of equipment that is able to make an adjustment should one be needed in order to keep the plant operational. The loss of this computer could result in the WWTP backing up and essentially could lead to back up into homes as well as being in violation with DEP which could cost up to \$10,000.00 a day in fines until compliance is met. Mr. Weimer asked what the turnaround time is when it is ordered being advised that if it is in stock it would take 5-6 hours to program it and then send it out, once it is received it would need to be connected which is a couple of plugs and should be fairly simple. Mr. Kavitski stated that it is coming from Canada also stating that no matter where it is purchased from, it would require being shipped to Canada to be programmed as the Suez Company is the only company able to program it with the software that is needed. Ms. Kelly asked what the warning signals were that the system was going and asked when it was noticed why the Board was not notified right away of the issue. Mr. Kavitski stated that the screen started getting lighter and began flashing. Ms. Ruiz-Smith stated that this is not the time to point fingers and that the Board needs to make a decision to replace the computer so we do not face any other ramifications moving forward with respect to expenses that could be incurred with a system malfunction and backing up into residents homes and/or fines from DEP. Mr. Weimer stated that replacement parts and computers are something that needs to be brought to the Board with a life expectancy so that we are able to budget for the expected replacements instead of everything being an emergency repair. Mr. Kavitski said that they can inventory the plant and be able to put a list together to present to the Board moving forward. Mr. Weimer stated that the Safety Committee did a walkthrough of the plant and the place was a mess with many OSHA violations and stated that this needs to be cleaned up. Solicitor Armstrong stated that he has some concerns on the wording that is within the contract with Suez/GE with regard to the purchase

terms of the computer. He will put these concerns together in an email in order to see if the changes can be made. Mr. Armstrong would like the motion when made to include the condition of requesting these changes. Ms. Rosendale, Township Treasurer asked for clarification on Suez, as she has always made payments to Zenon, being advised that they are the same, Suez/Zenon and GE. Mr. Weimer stated that Dave Kavitski and Ken Fulford will be in attendance at the May 15, 2018 work session to discuss the issues and the accountability of the WWTP and the upkeep.

- **Discussion:** H. Smith stated that members of the Board have gone to the WWTP and have had nothing to say about the state of it, and now there are exposed wires and issues. We need to let the companies that are contracted know what we expect of them in order to keep the plant clean and operational. D. Kavitski stated that Ken Fulford is the operations of the plant and he is the engineer. M. Fairservice asked when OSHA comes in and we have fines who do we go to, stating that it is unsafe for our DPW workers to even be in there. D. Pope stated that he ran the sewer plant at the Army Depot stating that every asset had a maintenance list and suggested that the Board should also consider purchasing additional parts to have on hand.

2. 50/70 Field Partnership with the Mountain Center- Tim Lee

Ms. Colgan stated that she and Ms. Kelly were approached by Mr. Tim Lee of the Mountain Center stating that he is interested in a community partnership and stated that he has land available for a baseball field. Ms. Colgan stated that she would like the Board to consider installing a 50/70 field on the property which is located at the Mountain Center in which the Athletic Association would have first rights to use. Ms. Ruiz-Smith stated that she is not in favor of using someone else's land to put the field when we have our own land that we could use. Ms. Ruiz-Smith stated that the Board was opposed to entering into a community partnership with Pastor Trewick when he came to a meeting to build a rec center on land that the church owns in Pocono Summit. Ms. Ruiz-Smith stated that we have land right next to the Township Building that we could use for a field. Ms. Kelly stated that there are springs below the ground on the land next to the Township and stated that it cost the library over \$700,000.00 in dirt work to be able to build. Mr. Lamantia stated that we should be using our own land as we also have open space properties that we may be able to look into using. Ms. Colgan asked that the Board allow her to work with Patrick Armstrong to research the deeds for the open space properties as there may be issues with them with regards to being passive/aggressive which may limit the approved usage. Ms. Colgan would also like to have Township Engineer, Russ Kresge look at the properties and see if they would be able to be used for a baseball field.

Discussion: M. Fairservice asked about the Hemlock property being previously owned by the library and if the Township purchased it from them. Ms. Colgan stated that the property was purchased from open space grant money. Ms. Fairservice stated that a 50/70 field only serves a small group of children and stated that we do not have an adult field, with Mr. Lamantia stating that a 50/70 field can be used for adults. M. Fairservice stated that we need to build a new basketball court at the Park, with Mr. Weimer stating that the funding for the basketball court is already budgeted for, stating that he is a fan of baseball and whether the field serves one or five thousand children he is in favor of it.

3. Discussion on Board Liaison Position Descriptions

Liaison for Admin/Secretary

Liaison for Code Enforcement

Liaison for Department of Public Works

Liaison for Facilities

Liaison for Finance

Mr. Weimer asked that each Board member write down their idea of job descriptions for the next work session when this will be discussed.

4. Other Business

Nothing was heard

5. Public Input

Nothing was heard

The Work Session ended at 7:01 pm.