

COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS WORK SESSION NOTES August 2, 2016

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, Juan Adams, Lynn Kelly, and Alma I. Ruiz-Smith

Board Members absent:

Anthony Lamantia

Staff present:

Erin Masker, Recording Secretary and Maureen Mills, Controller

Staff absent:

Jerry Hanna, Solicitor

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

1. Recycle Center Report (20 Minutes- Patrick Calpin)

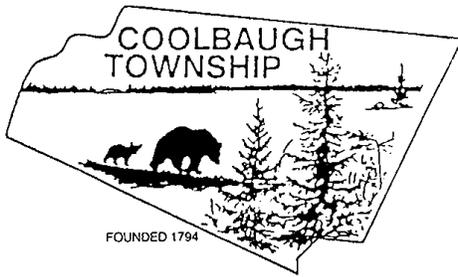
Mr. Calpin reviewed the 2014 annual composting facility report, stating that overall the facility is doing well and acknowledged the DPW workers for their hard work and improvements that they have made at the facility including the installation of signage, berm repairs and upgraded drainage repairs. Mr. Calpin stated that there is still a need for more signage pertaining to fines imposed, possibly paving the site and signs specifying what items are acceptable for drop off. Mr. Calpin stated that he has worked with Assistant DPW Foreman K. Knecht regarding accounting for the cost of the site and man hours, stating that this practice should help give a firm understanding where the facility stands. Mr. Calpin suggested a full cost accounting system and to amortize the equipment. Mr. Calpin discussed grants available for the purchase of equipment including a new Beast, stating that it can be used for a new or used purchase and that he will start trying to research other Municipalities that may have one available that they want to sell. Mr. Calpin explained that in order to obtain a grant amount greater than 250,000.00 would require the application of two grant cycles with a year skipped in between.

- **Discussion:** Ms. Ruiz-Smith asked Mr. Calpin where he received his figure for the population being advised through the 2010 census. Mr. Adams asked about the ACT101 timeframe and was advised that the new grant cycle or deadline have yet to be announced. H. Smith asked about previous parts and repairs made to the Beast. M. Fairservice stated that the bad part of buying used is if things were ground up that are not permitted to ruin the machine.

2. Social Media Policy- First Draft Review

Mr. Weimer asked that the Board review the social media policies provided in their packet, stating he would like to work off the one from Middleton. Mr. Weimer stated that he believes that Mr. Lamantia will also have some input so he would like everyone to make changes or suggestions and we will revisit this item on the work session at the next meeting. The Board agreed.

- **Discussion:** M. Fairservice asked why we are visiting this issue at this time. Mr. Adams stated that the Board can suggest how an employee represent themselves but cannot tell them what they can or cannot say due to freedom of speech. Ms. Kelly stated that it is more directed toward



COOLBAUGH TOWNSHIP MUNICIPAL CENTER

5520 Municipal Drive , Tobyhanna, PA 18466
(570) 894-8490 • FAX (570) 894-8413

Work Session Notes

August 2, 2016

Page 2 of 2

internal knowledge being expressed. Mr. Weimer stated that in the future he will propose an official Coolbaugh Township page, parks and rec page, and other affiliated organizations of Coolbaugh Township so that the correct information is published for the community.

3. Other Business

Ms. Ruiz-Smith stated that she likes the new chairs in the meeting room.

Mr. Weimer stated that he met with Township Engineer, Russ Kresge and Assistant DPW Foreman K. Knecht today due to the issue with the paving project with regard to the driveways along the paving route that need to be repaired. Mr. Weimer stated that all driveways will be revisited and pictures will be taken so that Ms. Masker can create a power point presentation for the Board and the paving contractor to make sure that the situation is resolved properly and timely.

4. Public Input

Nothing was heard.

The Work Session ended at 6:34pm; the Board of Supervisors went into Executive Session re: Legal and Personnel until 7:04pm.