

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION NOTES**  
**December 18, 2018**

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

**Board Members present:**

William Weimer (arrived at 6:10pm), Anthony Lamantia, Lynn Kelly, Alma I. Ruiz-Smith and Clare Colgan

**Board Members absent:**

None

**Staff present:**

Patrick Armstrong, Township Solicitor and Erin Masker, Township Secretary and Maureen Mills, Business Manager/Controller

**Staff absent:**

None

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

**1. Pocono Mountain Business Park Lots 24, 26 and 27**

Ron Check – President Vertek Construction Management, Benjamin Serrecchia - Senior Project Engineer/Manager Vertek Construction Management, Nick DeFrank - Senior Project Engineer Vertek Construction Management and Jenna Risinger – Contract Administrator were in attendance to introduce themselves, their company and the proposed project that they anticipate bringing to Coolbaugh Township. They are proposing a 400,000 square foot warehouse which would bring approximately 40-50 well-paying jobs to the area. Mr. Check stated that they are purchasing three lots in the area of the proposed road, Bensinger Court, which has not been constructed as of yet stating that they would like to eradicate this road and instead make their driveway off of Industrial Park Drive which would alleviate the need for the road. Mr. Check stated that his company will develop and construct the building all from his office as they have engineers, a construction company and developers all in house. Mr. Check stated that he believes that this warehouse would be a great addition to the area and for the residents in the area. Mr. Check stated that they tend to over landscape their sites and stated that they realize that they will require FAA approval due to the location. There are wetlands on the property that they would like to mitigate, and they will be requesting a waiver from the buffer setbacks as they would like to provide a 50' setback and will request a waiver of the secondary buffer which is 150'.

- **Discussion:** Ms. Ruiz-Smith asked how long they have been working with Chuck Leonard and asked who approached who, being advised that they have been working with Mr. Leonard for a few months stating that they approached him. Ms. Ruiz-Smith asked if there is a tenant for this location yet being advised that there is not as they will not market the building until the project is near completion, stating that they could split the building in two should it be needed. Other locations that they own are home to Walmart, Walgreens, Amazon, Verizon, Shoprite and Nestle. Mr. Check stated that the 40-50 jobs would range in pay from \$18.00- \$22.00 per hour and typically employ residents that are within a 20 mile radius from the warehouse. Ms. Kelly asked what the build time is from start to finish being advised approximately nine months stating that they would know the tenant before applying for the certificate of occupancy. Ms. Ruiz-Smith asked about the truck traffic pattern with Mr. Check giving a detailed explanation which included the fact that there will be available parking along the driveway for an 11 truck stack going in and coming out. Mr. Check stated that they are the holder and will not be selling the building when it is built which allows them the ability to determine cues for loading and unloading as well as any other rules that will need to be followed with respect to traffic, loading and unloading.

## 2. Review of the Code of Ethics and Conduct Applicable to All Elected and Appointed Officials of the Township

Ms. Ruiz-Smith stated that she would like to discuss the section regarding electioneering and endorsement of candidates pertaining to a letter that was sent out during the election in which Ms. Colgan and Ms. Kelly signed and listed their title of Coolbaugh Township Supervisor in which Ms. Ruiz-Smith stated could be perceived as the Coolbaugh Township Board of Supervisors endorsing the candidates that were listed on the letter. Discussion ensued regarding a conversation she had with Chairman Weimer regarding the issue stating that she has no issue with Ms. Colgan or Ms. Kelly signing the letter but believes that there should have been a discussion with the rest of the Board before using their title of Supervisor on the paper that they signed. Ms. Kelly stated that was her personal opinion, freedom of speech and stating that many members of the Board have titles that they sign with for their jobs or other organizations that they are involved with. Ms. Ruiz-Smith stated that we are working as a Board and not as an individual. Mr. Lamantia stated that each individual can sign based on their belief with he and Mr. Weimer agreeing that they chose not to do to a candidate that was running. Solicitor Armstrong stated that the Code of Ethics wasn't in place at the time in question and that the potential concern is addressed in the Code of Ethics page 3 item 7 Advocacy.

The work session was briefly adjourned in order to open the public hearing scheduled for 6:30pm. The work session resumed at 6:36pm.

(Cont.) Mr. Weimer read the text that he received from Ms. Ruiz-Smith regarding the letter stating that he chose not to sign the letter but stated that Ms. Colgan and Ms. Kelly earned their titles and should be able to use them. Mr. Lamantia stated that the people that sent out the letters could have easily received them back and it could have had the signature with no title and they could have added "is a seated supervisor in Coolbaugh Township". Solicitor Armstrong stated that as long as it does not read that the entire Board of Supervisors supports it then there is no issue.

- **Discussion:** M. Fairservice stated that she received the letter and it had two signatures on it, she did not see it as the entire Board supported it. P. Williams stated that the Board earned their titles as Supervisors and they should be allowed to use them stating that anything can be misinterpreted no matter what it is.

## 3. Municipal Center Security

Solicitor Armstrong reviewed his email to the Board which advised that PA is an open carry state and that the Board would not be allowed to prohibit people from carrying in the Municipal Building as long as they are following the state and federal statutes that are set forth.

- **Discussion:** Ms. Ruiz-Smith asked if there weapons need to be visible since it is an open carry state, being advised that they do not as they may have a concealed carry permit. Solicitor Armstrong also stated that whether they are carrying according to the law would be something that would have to be handled by law enforcement and not the Board. Mr. Weimer stated that he would still like to look into some things that can be done to protect the safety of the employees and the public. P. Williams congratulated the Board on the steps that they have taken this far to protect the employees. D. Pope stated that we need to all be aware of the people that are coming into the building and to the meetings. Ms. Ruiz-Smith stated that she will be attending a meeting on Municipal Center Safety on January 3 at 9:00am which is being hosted by COG. M. Fairservice stated that in the past there have been threats to the DPW workers as well so the safety precautions need to go beyond just the Municipal Building. Solicitor Armstrong stated that if there is an issue with DPW and they are out on the roads they need to call the police immediately.

## 4. Other Business

Ms. Ruiz-Smith stated that the Aldi's has put paving down and they did a good job.

**5. Public Input**

Nothing was heard.

Work Session ended at 6:32pm.