

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

July 21, 2015

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

Board Members present:

Bill Weimer, Juan Adams, Lynn Kelly, Fred Pope and Robert M. Zito

Board Members absent:

None

Staff present:

Jerry Hanna, Solicitor, Erin Masker, Recording Secretary

Staff absent:

None

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

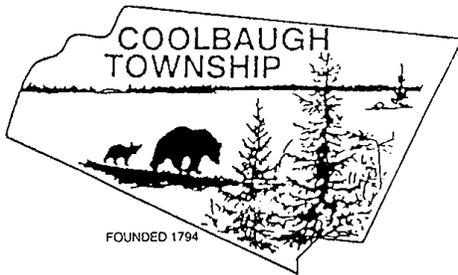
1. Delinquent sewer fees collection

Ms. Kelly presented the Board of Supervisors with information received from a company called Portnoff Law Offices which conducts collection services on behalf of Municipalities for sewer as well as other collection accounts. Ms. Kelly stated that there are many accounts that are delinquent and presented and aging report with each account listed. It is very important to begin to take an aggressive stance on collecting on these delinquencies to recoup some of the money that is outstanding. The Portnoff documents presented outlined the fees for each step in the process of collections as well as an outline of what is entailed in each step.

- **Discussion:** Mr. Adams questioned the fact that according to the documents it would cost the Township in upwards of \$800.00 per account to go through all the steps, asking if it is acceptable to spend this amount on each of the delinquent accounts knowing that we will have to pay this and it could potentially never be collected. Discussion ensued about the possibility of shutting off the water through PA American Water which is a joint venture that Ms. Kelly was made aware of through the PSATS seminar in order to either get the sewer accounts paid in full or at least get the homeowners to setup a payment arrangement. Ms. Kelly stated that if we ever want to sell the plant, we need to go after the money that is owed. Mr. Adams asked Mr. Hanna about the statute of limitations. Mr. Hannah replied that there may very well be stipulations of possible limitations.

2. Other Business

- Mr. Weimer stated that the signs came in to help direct traffic over at the DPW, but that we are still one short. We are still in need of a sign that states that contractors need to be registered. Mr. Weimer also stated that in Pocono Farms East on Gordon, the shoulders need to be cut back and a concrete header needs to be installed as well as ditches needing to be cut.
- Mr. Zito stated that the edges of the road from Gordon to Graham are corroding and asked Mr. Weimer and DPW to take a look at it.



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- Mr. Weimer stated that Tunkhannock Township requested a load of mulch and he would like to keep the working relationship between the road crews strong and fulfill their request.
- Ms. Kelly stated that correspondence was received from Tobyhanna Township requesting follow-up information regarding the compost facility and she would like it revisited on the next meeting agenda.

3. Public Input

- Mr. Sanford stated that the water company patched some roads and there is a spot that is deteriorating by 1545 Belgravia in PFE on the bend and it needs work done to it, Mr. Weimer stated he will have it looked at.
- Mr. Broxmeier asked Mr. Weimer if he was able to check out Mayfair and Kensington that was breaking up, looks like repave may have come up. Mr. Weimer explained some of the issues that are ongoing, and he will do his best to address as many of the issues as possible.

The Work Session ended at 6:30 pm at which point the Supervisors went into Executive Session.