

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION NOTES
May 16, 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:

John Rice, Solicitor, Erin Masker, Township Secretary, and Meredith Thompson, Assistant Business Manager

Staff absent:

Patrick Armstrong, Township Solicitor

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

1. Projects at the WWTP- Dave Kavitski, Ken Fulford and Joe Reihm

Mr. Weimer stated that there are multiple concerns about the operations and upkeep at the wastewater treatment plant and stated that there are poor decisions being made with regard to the replacement and repairs of key equipment in the plant. We have recently received multiple bills for computers and other expenses which were not budgeted for or brought to the Board prior to them becoming an emergency repair. Mr. Weimer stated that this is unacceptable and needs to be rectified. He would like to have an itemized listing of the equipment in the Wastewater Treatment Plant as well as the cost to replace them, the life expectancy of each item and when the anticipated replacement of each item will occur so that the Board can budget for these items and be able to plan ahead proactively. D. Kavitski stated that we are currently awaiting the delivery of the HMI computer which essentially runs the plant and are in need of a replacement desktop computer at the plant which an estimate has been provided for in the amount of \$910.54. D. Kavitski stated that the Board used to have him come in to a meeting quarterly to provide updates and he believes maybe this should be occurring again in order to keep everyone on the same page. Ms. Ruiz-Smith asked if there is someone going into the plant daily that is responsible for a punch list of items being advised that there is. Ms. Ruiz-Smith stated that we can't be waiting until the last minute to be notified that there is something that needs replacing as we are then left with no options but to purchase it immediately with no time to shop around. K. Fulford stated that his rate is a flat rate that has not changed since he has been with the Township and stated that he is a team player and wants to do what the Township wants. Mr. Weimer discussed the issue with the temporary electrical work that was completed stating that the work that was done could have resulted in injury or worse. Ms. Kelly stated that the company that was hired to do the work is no longer allowed to do work within Coolbaugh Township. Ms. Kelly stated that she would like our Township Solicitor to review the contract between the Township and K.L. Fulford which originated 13 years ago to make changes and outline the work that needs to be completed at the WWTP. Mr. Weimer stated that the housekeeping at the plant needs to be pristine and should be treated as if it was your house as it currently is in major need of attention. Mr. Weimer stated that if there is anything that will help them to do their job to please let us know. Mr. Weimer stated that the safety committee went to the plant and took pictures which showed many OSHA violations and unsafe conditions. Mr. Weimer asked that Mr.

Kavitski get Ms. Ruiz-Smith the information on the plant capacity as well as to revisit the ACT 537 for updating. Ms. Ruiz-Smith stated that she is assessing the security of the complex and Township owned properties asking if the gentlemen could provide her with any concerns or safety measures that could be taken at the plant as it is located by the Mountain Center where there are children daily. J. Reihm stated that they are in need of shelves in the plant and Mr. Weimer stated that he can get us the information and he will have Kyle price out the materials and get it taken care of. D. Kavitski stated that he was able to speak to Keystone Engineering which he has used in the past stating that they should be able to do the update and installation of the HMI for approximately \$1,000.00. Mr. Weimer stated that the Board will act on that during the meeting.

- **Discussion:** H. Smith stated that members of the Board have more patience than he does stating that if it was anyone else not doing their job they would have been fired. Ms. Ruiz-Smith believes in second chances and is confident in the plan that is now being put into place. D. Pope stated that waiting to meet again quarterly is concerning as there are many issues that can arise with the day to day operations. Mr. Weimer asked D. Pope what would be valuable information to request being advised a list of the people that are working in the plant daily, incident reports and any influx at the plant. D. Pope asked how the electrician was able to get a license with completing work like that. Mr. Weimer asked Ms. Masker to add the WWTP to the work session on July 17, 2018.

2. Mobile Emergency Operation Center

Mr. Weimer stated that he provided Ms. Ruiz-Smith with information on a variety of mobile command centers for emergency management which range in price from \$100,000.00 to \$600,000.00 depending on the additional items that are requested. Ms. Ruiz-Smith stated that she is working to secure funding for the purchase of the vehicle and finds the prices to be really reasonable. She would like Mr. Weimer to provide her with the pricing breakdown for each vehicle and a list of target areas which the vehicle would service in our community to include impacts-infrastructure based on the commercial and residential properties in our community.

3. Other Business

Mr. Weimer stated that he received a response from the Monroe County Waste Authority and has also put in a call to Jim Lambert to discuss the concerns. Mr. Weimer stated that the letter basically says that it is the Townships responsibility to clean up the area. Ms. Ruiz-Smith stated that she will speak to him regarding the issue and see if they can come to a solution. Mr. Weimer stated that putting the bins behind that gates would be a disservice to the residents as they would only be able to drop off their items during regular DPW business hours. Mr. Lamantia asked why we are unable to catch people dumping with the cameras that we paid to install at the center being advised by Mr. Keane that we would have to watch hours of footage in order to try to catch people and depending on how they park we are not always able to get a license plate number. Mr. Weimer asked where the Board would like the Board to give some thought as to where they would like the bins relocated to.

4. Public Input

Nothing was heard

The Work Session ended at 6:56 pm.