

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION NOTES
September 4, 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, Solicitor and Erin Masker, Township Secretary, Meredith Thompson, Assistant Business Manager and Tomas Keane, Code Enforcement Officer

Staff absent:

None

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

1. LOSAP- Length of Service Award Program for Fire Service from Volunteer Firemen Insurance Service

Keith Brandstedter from Glatfelter Specialty Benefits was present to discuss the multiple options that are available for the LOSAP program for volunteer fire service. This service provides monetary awards based on amounts accrued through years of service with a fire company. There are two different plans which are Defined Benefit plans which will provide a monthly income once they reach the entitlement age or the Defined Contribution plans which is paid out at the entitlement age as a lump sum of the accounts balance. Three benefits provided through LOSAP are income benefit, death benefit and disability benefit. LOSAP Programs are valuable as they assist with recruiting, retention, management, increase participation and decrease turnover within the fire company. Mr. Brandstedter stated that the plan is paid for the previous year of service therefore always a year behind stating that there is an option for buying back years of service as agreed upon by the Municipality. The LOSAP program earnings are based on a point system as far as being considered a qualifying recipient and is submitted by the fire company and approved by the Board of Supervisors. Discussion took place regarding account ledgers for each recipient, lapses on volunteer service and benefits being paid out upon death to the beneficiary. Mr. Brandstedter stated that junior firefighters would become eligible when they are 18 years of age.

- **Discussion:** Ms. Ruiz-Smith asked if smaller municipalities have contributions from both the fire company and the municipality being advised that the fire company cannot contribute to the plan. Ms. Ruiz-Smith asked what the comparison would be as far as the percentage for the cost compared to our total budget being advised he was not sure. Mr. Lamantia asked if we could choose to buyback years of service for junior members when they turn 18 being advised that may be an option and an answer will be provided in the future. Mr. Weimer asked what the cost to the municipality would be based on 40 active members being advised for the defined benefit amount would be \$2000.00 per year per participant plus \$3000.00 admin fee and \$15.00 per participant totaling approximately \$85,000.00 per year. Defined contribution example would be \$1000.00 per participant per year plus \$500.00 annual fee plus \$25.00 per participant fee totaling approximately \$41,500.00 for the year. Mr. Weimer stated that fire service has changed and everyone has different specific jobs, would we be able to issue points differently based on each job criteria being advised that is an option they would be listed as different classes of volunteers stating this information is provided by the Municipality when it comes time for the contribution to be calculated. Mr. Weimer asked the experience with success and /or failure of the program being advised it is not known to bring in new members but it assists with engaging current volunteers. Mr. Weimer stated that there may be a need for a future conference call once the Board

reviews the information and has more questions. Solicitor Armstrong stated that the Municipality is separate and distinct from the fire company, the funds will come from the Municipality who is not the employer, so we would need to make sure there is a clear definition.

2. Infrastructure Data Collection and Planning- MCPC, Nathaniel Staruch

Nathaniel Staruch from the Monroe County Planning Commission was in attendance to discuss multiple types of infrastructure that is located within Municipalities. Mr. Staruch discussed some of the programs and mapping systems that are compiled with information including sidewalks, sewer lines and roads. Mr. Staruch stated that the County Planning Commission has been directed by the County Commissioners to provide any assistance to Municipalities that they can regarding infrastructure and mapping that will assist with the day to day operations in order to make the process easier for the Municipalities, stating that any resources that they have available to them are available to the Municipalities. Mr. Staruch stated that collaboration is a big assistance that can help Municipalities especially in the winter with being able to get direct contact numbers out for when there are power lines down or trees. They are currently working on this list for utility hookups and servicers. The online ESRI system is also available and is critical for the MS4 reporting for areas that have already had to begin reporting. Another system that they are currently working on is the workstation portal which would be \$600.00 per year which provides one profile that all Municipal workers could share. Mr. Staruch asked what challenges that Township has, culverts, Stormwater, residential/ on lot sewer... These are all things that they can assist with.

- **Discussion:** Mr. Weimer asked what the target is for the next level and how we could request assistance being advised it depends on the need and stating that the Township would just have to call his office and they would be happy to assist in any way that they can. Ms. Ruiz-Smith asked if the representative from KRB Consulting Services would be able to meet with her to discuss what types of businesses we should have in the area being advised that they would be able to tell you what type of sewage is available for bringing in new businesses based on the water and sewer demand. Mr. Weimer stated that he would like the listing for the direct contacts for utility companies by December if possible.

3. Other Business

Nothing was heard

4. Public Input

Nothing was heard.

The Work Session ended at 7:30pm.