

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
March 5, 2019

The meeting was called to order by Chairman William Weimer at 7:02 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

William Weimer, Anthony Lamantia, Alma I. Ruiz-Smith, Clare Colgan and Lynn Kelly

Board Members absent:

None

Staff present:

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

Staff absent:

None

Announcements:

Mr. Weimer announced the following:

- Public Input will be considered at the beginning of the meeting for non-agenda items. The public will be given an opportunity to speak on each agenda matter.
- The meeting is being recorded to aid in the preparation of the minutes, please remember to state your name and city before speaking.

Citations were presented to Volunteer Firefighters Tomas Keane and Charles Baker for their exemplary service provided in 2018. Citations were presented by Representative Maureen Madden and Colleen Eagen Gerrity, Director of Communications from Congressman Cartwright's office. Chairman Weimer presented citations from Senator John Blake's office in his absence and also presented the 2018 Award of Merit Plaque to both gentlemen from the Board of Supervisors. The Board thanked both Tomas and Charles for their service to the residents of Coolbaugh Township.

1. Public Input

- D. Pope stated that DPW did a great job during the last storm.

2. Approval of minutes / notes : February 19, 2019 Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Ms. Kelly to approve the meeting minutes of February 19, 2019 with a couple changes including changing Richardson to Richards and adding Ms. Ruiz-Smith's statement regarding the different SALDO's in Mount Pocono and Coolbaugh Township under the discussion on the joint planning commission meeting.

- **Discussion:** Ms. Kelly stated that these are minutes and not all comments are included word for word. Mr. Lamantia stated that if any Board members have changes that are necessary he would like them to be sent to Ms. Masker prior to the meeting.
- **Vote:** All in favor, motion passes.

3. Authorize Chairman Weimer to Execute the Deed of Easement for the SR 196 Project

Ms. Kelly made a motion second by Ms. Colgan to authorize Chairman Weimer to execute the Deed of Easement for the SR 196 Project conditioned upon confirming the need to correct the legal description for the easement.

- **Discussion:** Solicitor Armstrong stated that he will review the legal description and make the necessary changes as he was contacted regarding the discrepancy.

- **Vote:** All in favor, motion passes.

4. Authorization of the P25 Radio Upgrade for the Coolbaugh Township Volunteer Fire Company and Coolbaugh Township DPW in the amount of \$514,053.50

Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize the P25 Radio Upgrade for the Coolbaugh Township Volunteer Fire Company, Coolbaugh Township DPW and Coolbaugh Township OES through Motorola with funding provided from the Township General Fund to be reimbursed by the Coolbaugh Township Volunteer Fire Company annually beginning May 2020.

- **Discussion:** Discussion ensued regarding interest rates with Mr. Weimer stating that the Coolbaugh Township VFC will be paying for all of the radios for the fire company, DPW and OES which is a much higher amount than the interest that would be collected. Solicitor Armstrong stated that this purchase will require a legal agreement for the repayment of funds by the fire company stating that with such a big purchase he would like a date from the county on when this digital radio upgrade will be mandatory. G. Dobson stated that he would like it to be included in the agreement that there is no penalty for early repayment.

Ms. Kelly amended her motion and Ms. Ruiz-Smith her second to include that the repayment by the Coolbaugh Township Volunteer Fire Company would be at 0% interest with no penalty for early repayment and Solicitor Armstrong will prepare the necessary legal agreement for the repayment.

- **Discussion:** The Board thanked G. Dobson for his work on this project and the presentation that was made during the work session. Solicitor Armstrong stated that he needs to disclose that he has worked for both parties as he has worked with the Coolbaugh Township Volunteer Fire Company on their bylaws stating that this could appear as a conflict. The Board and members of the fire company both stated that they do not have an issue and are willing to sign any disclosure that is needed to proceed.
- **Vote:** 4-0-1, motion passes (Mr. Weimer abstained as he is the fire chief for Coolbaugh Township VFC)

Ms. Colgan made a motion second by Ms. Ruiz-Smith to authorize the Township to pay for the installation of all radios for the Coolbaugh Township Volunteer Fire Company, Coolbaugh Township DPW and OES at a cost of up to \$50,000.00 to be paid out of the Coolbaugh Township OES budget line item.

- **Discussion:** Mr. Weimer stated that money was put in the OES budget from the sale of Fedex.
- **Vote:** 4-0-1, motion passes (Mr. Weimer abstained as he is the fire chief for Coolbaugh Township VFC)

5. Coolbaugh Township Volunteer Fire Company Request for Release of Tax Funds in the Amount of \$200,000.00 to Purchase a New Command and New Utility Vehicle

Ms. Kelly made a motion second by Ms. Colgan to authorize the release of tax funds in the amount of \$200,000.00 to the Coolbaugh Township Volunteer Fire Company for the purchase of a new command vehicle and a new utility vehicle.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes (Mr. Weimer abstained as he is the chief of the Coolbaugh Township VFC)

6. Coolbaugh Township Volunteer Fire Company Request for Permission to Proceed with the Ordering of Two New Rescue Vehicles with an Annual Payment in the Amount of up to \$160,000.00

Ms. Ruiz-Smith made a motion second by Ms. Colgan to authorize the Coolbaugh Township VFC to proceed with the ordering of the two new Rescue Vehicles with an annual payment in the of up to \$160,000.00.

- **Discussion:** Mr. Weimer stated that there will be a \$200,000.00 down payment made on the trucks this year and the funding for the trucks will come from the fire company tax money. G. Dobson stated

that the trucks are very similar to the two new trucks that they got and will make driver training easier because of the similarity.

- **Vote:** 4-0-1, motion passes (Mr. Weimer abstained as he is the Chief of the Coolbaugh Township VFC).

Mr. Weimer and the members of the fire company in attendance thanked the Board for their support.

7. Approval of Minor Subdivision joining lots 1 & 17, Block A-1912, Section 19, Arrowhead North, Property Owner(s)-Ali Ibrahim El-Kherdi & Kimberly A. Feltner

Ms. Colgan made a motion second by Ms. Kelly to approve the Minor Subdivision joining lots 1 & 17, Block A-1912, Section 19, Arrowhead North, Property Owner(s)-Ali Ibrahim El-Kherdi & Kimberly A. Feltner.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

8. Parks and Recreation Recommendation of Multi-Purpose Field Usage Approval for Coolbaugh Soccer Academy- Wednesdays-Saturdays, June 12-August 24, 2019

Ms. Colgan made a motion second by Mr. Lamantia to approve the multi-purpose field usage request for the Coolbaugh Soccer Academy from June 12-August 24 per their request.

- **Discussion:** None
- **Vote:** All in favor, motion passes.

9. Parks and Recreation Request for DPW Assistant Foreman to Obtain Quotes for Two Basketball Court Bleachers and Approve the Purchase not to Exceed \$3,500.00

Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize the purchase of two new bleachers for the new basketball court at a cost not to exceed \$3,500.00.

- **Discussion:** Ms. Ruiz-Smith asked if this is from the 2018 or 2019 budget being advised it is in this year's budget.
- **Vote:** All in favor, motion passes.

10. Parks and Recreation Request for DPW Assistant Foreman to Schedule an On-Site Meeting with Playworld Regarding Upgrade to Current Playground and Creation of a New Playground at Basketball Court/ Skate Park Site

Ms. Kelly made a motion second by Mr. Weimer to authorize the DPW Assistant Foreman to schedule an on-site meeting with Playworld regarding the upgrade of the current playground and the creation of a new playground by the basketball court.

- **Discussion:** Ms. Kelly asked if this is who we have purchased equipment from previously being advised by Ms. Colgan that she believes that it is. Mr. Weimer suggested looking into handicap swings.
- **Vote:** All in favor, motion passes.

11. PA COG Update

- Ms. Ruiz-Smith gave an update from the PA COG newsletter which included that there is a tire collection event and asked if we collect tires and asked that we put that information out on Facebook and Savvy Citizen.
- Ms. Ruiz-Smith discussed Act 83 amendment which is known as the slow down to get around law and stated that there needs to be more signage out to raise awareness to the laws about slowing down to go around waste trucks, police cars and tow trucks that are on the sides of the road stating maybe Maureen Madden can help spread awareness.

- Ms. Ruiz-Smith stated that there is grant money for surveillance cameras at municipal parks and illegal dump sites.
- Ms. Ruiz-Smith stated that you can currently apply for a Real ID which is used for traveling stating that you either have to have a Real ID or a passport and stated that you can apply online or at the DMV and it costs \$30.00. Real ID will be mandated in 2020.
 - **Discussion:** P. Williams stated that channel 13 has been covering the slow down to get around initiative.

12. Authorize Attendance and Expenses at PSATS Seminar in Hershey, PA on Saturday, April 13, 2019

Mr. Weimer made a motion second by Ms. Kelly to authorize Ms. Colgan and Ms. Masker to attend the PSATS seminar at Hershey on April 13, 2019 at a cost not to exceed \$500.00 for the seminar, hotel and expenses.

- **Discussion:** Ms. Kelly asked if this is for the PMGA diploma being advised that it is for the public safety part of the diploma and is for 6 credits.
- **Vote:** All in favor, motion passes.

13. Route 196 Spreadsheet

Ms. Mills provided the Board with a breakdown of the professionals and total costs that have been paid out up to this point for the Route 196 project. Ms. Ruiz-Smith thanked Ms. Mills for the spreadsheet and stated that the financials show that the Township's out of pocket is not as much as she had originally anticipated prior to receiving this report. Mr. Lamantia stated that over one third of the cost incurred is engineering expenses.

14. Controller Report

Ms. Mills presented her report as of February 28, 2019.

15. Current obligations

• General Fund	\$ 363,539.14
• Sewer Fund	\$ 8,657.52
• Escrow Fund	<u>\$ 1,265.44</u>
Total Disbursements	\$ 373,462.10

Ms. Kelly made a motion second by Ms. Colgan to pay the current obligations in the amount of \$373,462.10.

- **Discussion:** Ms. Ruiz-Smith asked for clarification on check #5161 and #2155
- **Vote:** All in favor, motion passes.

16. Solicitor Armstrong Comments/Updates

Solicitor Armstrong had no comments.

17. Other business

- Ms. Ruiz-Smith stated that a letter was received regarding Americold and stated that she believes that it was sent to us in error and would like to have it followed up on so that they can correct it. Ms. Mills stated that we have received them before and that they are required to send them to neighboring municipalities.
- Ms. Ruiz-Smith stated that she would like outgoing mail sent to the Board in the same manner as the incoming mail. Mr. Weimer stated that he will discuss this request with Ms. Ruiz-Smith as he does not want multiple emails being sent with regard to everyday office operations of the staff.

- Mr. Weimer stated that the following roads will be in the 2019 paving contract: Green Rd, Kilmer Rd, Simmons Rd, Wildflower, Twin Pine, Titania Rd, Phaeton Ln, Delaware and Campbell, stating that if there is enough funding we will also add Belvedere Rd.
- Mr. Weimer stated that he and Mr. Lamantia met with representatives from Tobyhanna Twp., Tobyhanna Twp. VFC, Pocono Summit VFC and Coolbaugh Twp. VFC to discuss Pocono Summit Fire Company and what the plan is moving forward. Tobyhanna Twp. and Pocono Summit VFC are going to talk about the future of the company and that is the only update at this point. Mr. Weimer stated that there was a discussion about the creation of a shared sub-station for Tobyhanna Twp. VFC and Coolbaugh Twp. VFC in the area of the 380 exit on Route 940. He anticipates more conversation will follow.

Mr. Weimer made a motion second by Ms. Ruiz-Smith to remove Thornhurst EMS from dispatch in Coolbaugh Township and institute Pocono Mountain Regional EMS as primary for coverage area.

- **Discussion:** Mr. Weimer stated that Thornhurst EMS has not responded to a call since November 2016.
- **Vote:** All in favor, motion passes.

18. Board of Supervisors Executive Sessions

- **Prior:** Tuesday, February 26, 2019 from 5:00-5:47pm Re: Legal

19. Adjournment

There being no further business, a motion was made by Ms. Ruiz-Smith second by Mr. Lamantia to adjourn.

Meeting adjourned at 8:26 pm.

NEXT REGULAR BOARD MEETING: Tuesday, March 19, 2019 at the Coolbaugh Township Municipal Office meeting room.

- Work Session- 6:00 pm
- Business Meeting – 7:00 pm

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____