

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
August 15, 2017

The meeting was called to order by Chairman William Weimer at 7:00 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 and Alma I. Ruiz-Smith

Board Members absent:

Juan Adams

Staff present:

Jerry Hanna, Solicitor, Erin Masker, Recording Secretary and Maureen Mills, 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.

1. Public Input

- V. Massaro asked for the status of the Route 196 Turning Lane Project stating that trees have been removed and it is unsightly due to the stumps left behind.
- D. Pope stated that he gave the Board a copy of the proof for the monument and thanked DPW for the great work they are doing in preparation of the monument.
- H. Smith stated that the pavers should be installed prior to the monument and begin selling them, stating that he will forward the information as far as pricing and size of the pavers as soon as it is available.
- D. Pope stated that DPW Assistant Foreman suggested hiring someone to set the monument as it will be heavy and we don't want the liability if something happens.
- H. Smith stated that they changed the design a bit by adding a radius for the flagpoles as opposed to the original straight line of flagpoles.
- P. Williams, Coolbaugh Township Historical Society thanked the Board for the DPW assistance, and thanked Ms. Kelly for attending the Summerfest event stating that they had a good turnout.

2. Approval of minutes / notes : August 5, 2017

Ms. Ruiz-Smith made a motion second by Ms. Kelly to approve the meeting minutes of August 5, 2017 as written.

- **Discussion:** None
- **Vote:** 3-0-1, motion passes. (Mr. Lamantia abstained due to his absence at that meeting)

3. Monthly Reports

- **Pocono Mountain Regional Police Department-** Presented by Ms. Kelly. Mr. Weimer reminded everyone about the upcoming golf outing with J. Hofbauer stating the event is on August 28, 2017 and all golf spots are filled.

- **Pocono Mountain Regional EMS**-Presented by Mr. Weimer. Ms. Ruiz-Smith stated that there will be a Roundup Fundraising Event on September 7 if anyone is interested in purchasing tickets or sponsoring.
- **Coolbaugh Township VFD**- Presented by S. Baker, stating that they are in need of volunteers.
- **Gouldsboro VFD**- Presented by Mr. Weimer.
- **Pocono Summit VFD**- Presented by G. Tallmadge stating that they are having Bingo every Thursday at 6:30pm.
- **Thornhurst Fire & Rescue Ambulance**- Presented by D. Wagner.
- **Tobyhanna Township VFD**- Presented by Mr. Weimer stating that Tobyhanna Township is currently at a motor vehicle accident.
- **Pocono Mountain Public Library**- Presented by A. Shincovich stating that they have a new e-book product that is available by visiting the library website, you will need your library card number to use the system. A. Shincovich also presented the Board with a check for their annual loan payment in the amount of 20,737.88 as well as an additional principal payment in the amount of 20,300.00, stating that they received these funds from the Dale and Francis Hughes Foundation Grant.

4. **Parks and Recreation recommendation to purchase (1) set of bleachers and (2) picnic tables**

Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize the approval to purchase (1) set of bleachers in the amount of \$862.00 plus shipping costs, and (2) picnic tables in the amount of \$295.00 each plus shipping.

- **Discussion:** Ms. Ruiz-Smith thanked DPW Assistant Foreman K. Knecht for his diligence in providing the cost for these items.
- **Vote:** All in favor, motion passes

5. **Authorization for Township Engineer to do a Dangerous Structure Evaluation on several properties located in the Township.**

Mr. Lamantia made a motion second by Ms. Kelly to authorize Township Engineer; Russ Kresge to do a dangerous structure evaluation on the properties located at 4145 Falcon Terrace and 3122 Hamlet Drive.

- **Discussion:** Mr. Lamantia stated that he has met with the Township committee to discuss the ordinances that are currently in place and they are working to make a couple changes to them. Ms. Kelly stated that Mr. Hanna has been very helpful on the blighted property situation stated that they learned that even if a property owner received a demolition permit from Bureau Veritas, that the deeming by Township Officials that the property is a dangerous structure supersedes this permit and the Township can take action in a period much shorter than the five year life of the permit.

****7:30 PM – 7:43PM the Board of Supervisors went into Executive Session Re: Legal****

6. **Authorization to Advertise Fall Leaf Cleanup**

Ms. Kelly made a motion second by Mr. Weimer to authorize the fall leaf schedule as presented.

- **Discussion:** Ms. Ruiz-Smith asked how the cleanup works as it relates to having a central location for pickup as stated on the advertisement.
- **Vote:** All in favor, motion passes.

7. Northeast Signal & Electrical Company- 2017 Preventative Maintenance Service Contract

Mr. Weimer made a motion second by Mr. Lamantia to approve the 2017 service contract with Northeast Signal & Electric in the amount of \$4,950.00.

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

8. Wastewater Treatment Plant- Approval to Purchase New Pump

Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize the purchase of a new pump to include labor at a cost up to \$8,000.00.

- **Discussion:** Mr. Weimer stated that this is the first of two repairs needed and that the other will be budgeted for 2018.
- **Vote:** All in favor, motion passes.

9. Controller Report

Ms. Mills presented the report as of July 30, 2017.

- **Discussion:** None

10. Current Obligations

• General Fund	\$	111,856.36
• Sewer Fund	\$	14,052.87
• Escrow Fund	\$	<u>27,290.00</u>
Total Disbursements	\$	153,199.23

Ms. Ruiz-Smith made a motion second by Ms. Kelly to pay our current obligations in the amount of \$153,199.23.

- **Discussion:** Ms. Ruiz-Smith asked for clarification on check #7471.
- **Vote:** All in favor, motion passes.

11. Other Business

Ms. Kelly made a motion second by Mr. Lamantia to approve the request from the Coolbaugh Township Volunteer Fire Co. to waive the zoning permit fee for a 24 x 36 shed.

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

Ms. Ruiz-Smith made a motion second by Ms. Kelly to accept resolution #11-2017 with reference to the sewer line owned by Walmart located on the municipal complex.

- **Discussion:** Ms. Kelly stated that there will be another excavation in the front parking lot in the complex in order to fix the sewer line, stating that Walmart will be responsible to pay for the repairs as they own the line.
- **Vote:** 3-0-1, motion passes. (Mr. Weimer abstained due to his employment with Walmart)

Mr. Weimer thanked DPW for all their hard work, and Ms. Ruiz-Smith concurred that they have been doing a great job.

Mr. Weimer made a motion second by Ms. Ruiz-Smith to set aside \$25,000.00 restricted funds for the sponsorship of a K9 car for the Pocono Mountain Regional Police Department in 2018.

- **Discussion:** Mr. Weimer and the Board thanked the officer in attendance for his service. The officer thanked the Board as well.
- **Vote:** All in favor, motion passes.

12. Board of Supervisors Executive Sessions

- **Prior:** Tuesday, August 15, 2017 from 6:00 pm- 6:55 pm Re: Legal
- **During:** Tuesday, August 15, 2017 from 7:31pm-7:43pm Re: Legal
- **Subsequent:** Tuesday, August 15, 2017 from 8:00pm-8:33pm Re: Legal

13. Adjournment

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

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

Meeting adjourned at 7:59pm.

NEXT REGULAR BOARD MEETING: Tuesday, September 5, 2017 at the Coolbaugh Township Municipal Office meeting room.

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

Submitted by: Erin Masker, Recording Secretary

Reviewed by: _____
Lynn Kelly, Township Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____