

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**TUESDAY, DECEMBER 5, 2017**  
**MEETING MINUTES**

The meeting was called to order by Chairman William Weimer at 7:00PM 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 and Erin Masker, Recording Secretary

**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.
- When speaking please state your name and the community or city that you live in.

**1. Public Input**

- P. Williams stated that the Coolbaugh Township Historical Society will be meeting in the parking lot of the Municipal Complex this Thursday (12/7/2017) at 1:30pm to go out and put wreathes at the three cemeteries in Coolbaugh Township if anyone would like to join them.
- D. Pope stated that he had to take his broken hot water heater to the recycling center and that he was unable to lift it up into the roll off, asking Chairman Weimer to see if there is any assistance that DPW can provide to residents with this issue.
- M. Fairservice was at the blue bins at the recycling center and witnessed the Monroe County Waste Authority driver move two bags of Styrofoam and placed them under the no dumping sign, when she approached him he advised her that he was told to do that. M. Fairservice stated that the Township needed to look into this as this is why people are dumping there, stating it only takes one person to start it and others continue it. Mr. Weimer stated he will follow up on this issue.
- V. Massaro asked if there are any time shares located in Coolbaugh Township, being advised that the Board is not aware of any but that there are no ordinances in the township that would require any specific registration, stating that it would be a question for the homeowners association in A Pocono Country Place.

2. Approval of Minutes/Notes

*Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve the minutes from the November 21, 2017 as presented.*

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

3. Ordinance #129- 2017 : ACT 172-Tax Incentives for Municipal Volunteers of Fire Companies and Nonprofit Emergency Medical Services Agencies

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve Ordinance #129- 2017: ACT 172-Tax Incentives for Municipal Volunteers of Fire Companies and Nonprofit Emergency Medical Services Agencies.*

- **Discussion:** Mr. Weimer thanked the Board and the staff for their hard work on the Ordinance stating that we are paving the way and hope that the incentives help recruit volunteers as volunteering in the fire companies is at an all-time low. Keane, Coolbaugh Township VFC President thanked the Board for their continued support and for always being behind them. Ms. Ruiz-Smith stated that the Board is also looking into options to add additional incentives for the volunteers in the 2019 budget.
- **Vote:** All in favor, motion passes.

4. Resolution #14-2017: Coolbaugh Township Ordinance #129-2017 Volunteer Service Credit Program Criteria

*Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve Resolution #14-2017: Coolbaugh Township Ordinance #129-2017 Volunteer Service Credit Program Criteria.*

- **Discussion:** Ms. Ruiz-Smith thanked the constituents on their support of the tax incentive for the volunteers serving our community as well as for their commitment to paying their taxes in order to be able to afford this incentive to the volunteers. Ms. Ruiz-Smith stated that she is proud to be a Supervisor in a Municipality that comes together on supporting items like this.
- **Vote:** All in favor, motion passes.

5. Authorization to Advertise Notice of Intent to Appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational Meeting

*Ms. Kelly made a motion second by Mr. Lamantia to approve the authorization to advertise Notice of Intent to appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational meeting.*

- **Discussion:** D. Pope asked if this is a full time position, being advised it is an outside agency appointment to conduct the annual audit.
- **Vote:** All in favor, motion passes.

6. Mileage Reimbursement for Supervisors to Attend Outside Meetings and Events Representing the Township

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the mileage reimbursement for Supervisors to attend Outside Meetings and Events Representing the Township at the IRS rate for meetings and events that are approved prior to the event taking place and not to include regular meetings of the Coolbaugh Township Board of Supervisors.*

- **Discussion:** Mr. Weimer clarified the mileage payout needs prior approval and not after the event occurs. Mr. Lamantia stated that he is in favor of paying for mileage incurred for training and but he is not in favor of paying mileage to Supervisors as they receive a stipend to cover these expenses and volunteer to attend the additional meetings. D. Pope stated that he has a problem with the wording and wanted to confirm that these approvals will be brought up in a public meeting for approval. Mr. Weimer stated that the IRS rate is 53.5¢ per mile.
- **Vote:** 3-1-0, motion passes. (Mr. Lamantia opposed)

7. Authorization for Clare Colgan to Attend PSATS Bootcamp at the Cost of \$149.00

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize Clare Colgan to attend PSATS Bootcamp at the cost of \$149.00.*

- **Discussion:** Ms. Ruiz-Smith and Mr. Lamantia stated that this is a great experience.
- **Vote:** All in favor, motion passes.

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize the mileage reimbursement to Clare Colgan for this training as an approved event.*

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

8. Authorization to Issue Recruitment and Retention Reimbursement to Tobyhanna Township Volunteer Fire Company in the Amount of \$4,000.00

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize the reimbursement for recruitment and retention to Tobyhanna Township Volunteer Fire Company in the amount of \$4,000.00.*

- **Discussion:** M. Fairservice stated that she understands this incentive for Coolbaugh Township VFC but why are we offering it to other companies as well. Mr. Weimer stated that this is money that is part of their disbursement from the Township and is not additional funds. It is essentially money that the fire companies had restricted to spend solely for recruitment and retention. Mr. Weimer stated that there were no restrictions on recruitment and retention usage as this was the first year enacting the policy, stating it will change moving forward.
- **Vote:** All in favor, motion passes.

9. Authorization to Issue Recruitment and Retention Reimbursement to Gouldsboro Volunteer Fire Company in the Amount of \$4,000.00

*Mr. Weimer made a motion second by Ms. Kelly to authorize the reimbursement for recruitment and retention to Gouldsboro Volunteer Fire Company in the amount of \$4,000.00*

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

10. Authorization to Issue Recruitment and Retention Reimbursement to Thornhurst Volunteer Fire Company in the Amount of \$4,000.00

*Mr. Weimer made a motion second by Mr. Lamantia to authorize the reimbursement for recruitment and retention to Thornhurst Volunteer Fire Company in the amount of \$4,000.00*

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

11. Minor Subdivision joining lots 48 & 49, Section B, A Pocono Country Place, Property Owner(s) Donna Israel

*Mr. Weimer made a motion second by Ms. Kelly to approve the Minor Subdivision joining lots 48 & 49, Section B, A Pocono Country Place, Property Owner(s) Donna Israel conditioned upon submission of a draft lot joinder deed.*

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

12. Minor Subdivision joining lots 30 & 31, Block A-2104, Section 20, Arrowhead North, Property Owner(s) Jerome Bottazzi

*Mr. Weimer made a motion second by Ms. Kelly to approve the Minor Subdivision joining lots 30 & 31, Block A-2104, Section 20, Arrowhead North, and Property Owner(s) Jerome Bottazzi with the condition that the jurat certificate be filed at the Monroe County Courthouse with the plans.*

- **Discussion:** None
- **Vote:** All in favor, motion passes. (Mr. Lamantia Opposed)

13. Current Obligations

• General Fund	\$	280,148.77
• Sewer Fund	\$	<u>3,032.49</u>
Total Disbursements	\$	283,181.26

*Ms. Ruiz-Smith made a motion second by Ms. Kelly to pay our current obligations in the amount of \$283,181.26.*

- **Discussion:** Ms. Ruiz-Smith asked for clarification on check #7791
- **Vote:** All in favor; motion passed.

**14. Other business**

Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize letters to be sent to the legislatures regarding opposition to House Bill 1620.

- **Discussion:** Ms. Ruiz-Smith requested that the letters be sent to all Monroe County legislatures.
  - **Vote:** All in favor, motion passes.
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- Ms. Ruiz-Smith stated that Saturday December 16, 2017 is Breakfast with Santa at the Pocono Mountain Volunteer Fire House from 9am-12pm benefitting the Pocono Mountain Regional EMS.
  - Ms. Ruiz-Smith asked for clarification on a letter re: and NPDES permit for a property in Cresco that was received.
  - Ms. Ruiz-Smith requested that a letter be sent to PennDot regarding previous correspondence received on safety and traffic count inspections which she would like to request that they look into the railroad crossing in Pocono Summit.

**15. Board of Supervisors Executive Sessions**

- **Prior-** Tuesday, December 5, 2017 from 6:23pm-6:57pm Re: Legal

**16. Adjournment**

There being no further business, a motion was made by Ms. Ruiz Smith second by Mr. Lamantia to adjourn the meeting. All in favor; motion passed.

Meeting adjourned at 7:44pm.

**NEXT REGULAR BOARD MEETING: Tuesday, December 19, 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: \_\_\_\_\_