

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES**

December 6, 2016

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, Lynn Kelly, Alma I. Ruiz-Smith and Anthony Lamantia

Board Members absent:

Juan Adams

Staff present:

Jerry Hanna, Solicitor, 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. When speaking please state your name and city or community you live in.
- The meeting is being recorded to aid in the preparation of the minutes, please remember to state your name and the city before speaking.

1. Public Input

- D. Pope stated that the cleanup of the Main Street property was a good job. D. Pope also asked if the fire company is sending out letters to all residents of Coolbaugh Township for donations.

2. Approval of minutes / notes : November 15, 2016

Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the regular meeting minutes of November 15, 2016 with a spelling correction (Other Business-“map” should be “mat”)

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

3. Planning Commission Recommendation of Conditional Approval for Baby Bruno’s Land Development Plan

Mr. Weimer made a motion second by Ms. Kelly to approve the conditional approval for Baby Bruno’s Land Development plan based on the conditions presented by Township Engineer, Russell Kresge.

- **Discussion:** Ms. Ruiz-Smith stated that she did not feel that the conditional approval could be granted as they have not received approval from the Monroe County Conservation District and there are still a number of outstanding items. Discussion ensued that one of the items on the conditional approval includes that the MCCD must issue their approval before the plans would be signed by the Board. D. Pope stated that conditional approvals have been issued many times over the years and that this one should be no different.

**** Solicitor Hanna stated that the lot consolidation listed as Number 4 on the agenda should be voted on first as this plan is dependent upon the approval of the joining of the lots. The Board held this motion opened and moved onto item number 4.**

Discussion (Cont.) - Mr. Lamantia stated that the motion is for a conditional approval and that nothing will be signed until all conditions are met according to the Township Engineer. Ms. Bue-Morris representative for Baby Bruno’s stated that she worked on the MCCD comments today and will be sending the revisions in on Wednesday for review, but stated that all comments were minor and easily addressed.

- **Vote:** 3-1-0, Motion passes (Ms. Ruiz-Smith voted against)

4. Planning Commission Recommendation to approve the Minor Subdivision for Baby Bruno’s Joining Parcel #1 and Parcel #2 of Deed Book 2470 page 8383 to Lot #1 of Deed Book 2470 page 8378.

Ms. Kelly made a motion second by Mr. Weimer to approve the Minor Subdivision for Baby Bruno’s Joining Parcel #1 and Parcel #2 of Deed Book 2470 page 8383 to Lot #1 of Deed Book 2470 page 8378.

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

(The Board then went back to finish addressing the motion for agenda item #3)

Ms. Kelly made a motion second by Mr. Weimer to approve the waiver request made by Ms. Bue-Morris to waive the requirement of having two feet between the basin bottom and the groundwater as the most that they can provide is one foot.

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

5. Planning Commission Recommendation for Extension of Time for Aldi's Land Development Plan until February 22, 2017

Ms. Ruiz-Smith made a motion second by Ms. Kelly to approve the extension of time for Aldi's Land Development Plan until February 22, 2017.

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

6. Minor Subdivision Joining Lots 64 & 65, Block 1802, Section 18 in Arrowhead North-Property Owner(s) Albert R. & Patricia A. Fitch

Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the Minor Subdivision Joining Lots 64 & 65, Block 1802, Section 18 in Arrowhead North-Property Owner(s) Albert R. & Patricia A. Fitch.

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

7. Resolution #08-2016: Authorize signer for PennDot Temporary Easement Agreement for the Main Street Bridge

Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize the approval of Resolution #08-2016 with the signer for the PennDot Temporary Easement Agreement to be Chairman William Weimer.

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

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

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to authorize to advertise the notice of intent to appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational Meeting.

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

9. Authorization to Terminate Contract with Macrosmith

Mr. Weimer made a motion second by Ms. Kelly to terminate the contract with Macrosmith.

- **Discussion:** Ms. Ruiz-Smith thanked Mr. Keane and Ms. Masker for the work that they put into the process which will save the Township \$20,000.00 per year.
- **Vote:** All in favor, motion passes

10. Authorization to Lease Three All in One Printers from Advanced Business Equipment (2- Black and White Copiers/ 1- Color Copier)

Mr. Weimer made a motion second by Ms. Kelly to authorize the lease of Three All in One printers.

- **Discussion:** Mr. Weimer reviewed the cost of the lease. Ms. Kelly stated that the lease of these copiers will allow our staff to do the work that Macrosmith did for us.
- **Vote:** All in favor, motion passes.

11. Authorization to Obtain an RFP for an Architectural Engineer for Building Number Two

Mr. Lamantia made a motion second by Ms. Ruiz-Smith to authorize to obtain an RFP for an Architectural Engineer for Building Number Two.

- **Discussion:** Ms. Ruiz-Smith stated that the Board should be looking for a specific engineer with expertise in restoration of historical buildings. Mr. Lamantia stated that it will be more expensive for a historical engineer than an architectural engineer and that the building is not on the historical registry. Ms. Ruiz-Smith stated that this is important to be sure that they are familiar with buildings that were built in the 1940's. Ms. Kelly stated that she would like to meet with Russ Kresge and discuss the specifications of what we would like to have looked at in the building so that we can give information to the potential engineers that wish to provide a proposal. Ms. Ruiz-Smith stated that she does not agree with this as the Board discussed what they wanted in length at their last meeting and doesn't feel that changing those decisions now will be beneficial, stating that someone needs to come in with the expertise and let the Board know what needs to be done, not the Board telling them what to do. Discussion ensued regarding the issues with the building. Mr. Weimer stated that he does not agree that the engineer has to be a historical engineer. Discussion ensued about the asbestos abatement process and the potential asbestos that may be in the building; Ms. Ruiz-Smith stated that she met with Mr. Burton from Bureau Veritas regarding these issues already and the potential harm financially to the Township if these issues aren't handled correctly. Ms. Kelly stated that the Township has already done an asbestos abatement when they originally purchased the building. Ms. Ruiz-Smith stated that she has a potential tenant that will pay \$5,000.00 a month and that the repairs to the building will be paid off in 24 months through the rental income.
- **Vote:** All in favor, motion passes

12. Award of Muncibid Winning Bids for :

- 2005 Volvo VHD64 Tandem Axle Dump Truck- Winning Bid \$40,355.00- Josiah Zahn
- 2004 Ford F350 4X4 DRW Standard Cab Dump- Winning Bid \$8,000.00-Darryly Compton
- Air Compressor, Campbell Hausfield 7.5 hp 80 gallon- Winning Bid \$505.00-William Moorehead
- Air Compressor, Campbell Hausfield 5 hp 80 gallon- Winning Bid \$350.00-Steve Linvill
- Waste Oil Burner-Clean Burn- Winning Bid \$3,100.00-Steve Linvill

Ms. Kelly made a motion second by Mr. Lamantia to award all bids to the highest bidders as presented on the items as listed.

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

13. Declaration from Supervisor William Weimer for inclusion on Township Health Insurance Plan

Mr. Weimer read his statement for inclusion on Township Health Insurance. No further action is necessary.

14. Parks and Recreation Request for Disbursement to Purchase Four Signs for the Township Municipal Park

Ms. Kelly made a motion second by Mr. Weimer to authorize the distribution of \$3000.00 for Parks and Recreation to put a deposit on the purchase of four signs for the Township Municipal Park, with the remaining \$1000.00 balance coming out of the 2017 budget.

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

15. Current Obligations

• General Fund	\$	316,892.08
• Sewer Fund	\$	14,248.92
• Escrow Fund	\$	4,078.53
• Coolbaugh Township VFD	\$	8.76
• Thornhurst VFD	\$	<u>30,600.00</u>
Total Disbursements	\$	365,828.29

December 6, 2016 Board Meeting

Page 4 of 4

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to pay the current obligations in the amount of \$ 365,828.29.

- **Discussion:** Ms. Ruiz-Smith requested additional information on the purchase of a chair.
- **Vote:** All in favor, motion passes.

16. Other Businesses

- Mr. Lamantia thanked Ms. Kelly for the tour of Building Number Two.
- Ms. Ruiz-Smith stated that she did not receive a copy of the letter that she requested be sent to the Tax Claim Bureau regarding the inclusion of addresses on assessment notices instead of just the PIN number.
- Mr. Weimer stated that the weather outside is bad this evening stating that DPW will be heading back out onto the roads at 2:00am and asked that the public and Board take their time getting home.

17. Board of Supervisors Executive Sessions

- **Prior:** Tuesday, December 6, 2016 from 6:40pm-6:48pm Re: Legal

18. 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 7:43pm.

NEXT REGULAR BOARD MEETING: Tuesday, December 20, 2016 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: _____