

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
December 18, 2018

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, Alma I. Ruiz-Smith, Clare Colgan and Lynn Kelly

Board Members absent:

None

Staff present:

Patrick Armstrong, Township 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.

1. Public Input

- D. Pope stated that there are still vehicles parking at Main Street and the gas station obstructing the view of oncoming traffic. Officer Scarfo was in attendance and Mr. Weimer asked if he would be able to look into the issue or pass on the word to Chief Wagner.

2. Approval of minutes / notes : December 4, 2018 Regular Meeting Minutes

Ms. Kelly made a motion second by Ms. Colgan to approve the regular meeting minutes of December 4, 2018 as written.

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

3. Monthly Reports

- **Pocono Mountain Regional Police Department-** Presented by Ms. Kelly. Ms. Ruiz-Smith stated that there has been a reduction in crime due to the arrest of a burglar in APCP. The Board commended the PMRPD for a job well done.
- **Pocono Mountain Regional EMS-**Presented by M. Lemley
- **Coolbaugh Township VFC-** Presented by S. Topping stating that the Coolbaugh Township Dive Team was called in to Scranton to assist with an extrication of a gentleman from a car and then assisted with the removal of the car from the water. Mr. Topping also stated that they assisted with a dive involving a teenager.
- **Gouldsboro VFD-** Presented by Mr. Weimer
- **Thornhurst Fire & Rescue Ambulance-** Presented by D. Wagner, stating that there annual installation dinner will be held on January 26th at the Lodge at Arrowhead and he hopes that the Board will be able to attend.

- **Tobyhanna Township VFC-** Presented by T. Counterman, stating that Mr. Tutrone emailed Ms. Masker their receipts for recruitment and retention this evening for reimbursement.
- **Pocono Mountain Public Library-** Presented by P. Williams. Ms. Ruiz-Smith stated that if the library has any spoons that were donated for the Valor Clinic Foundation donation to please let her know and she will pick them up.

4. WWTP Line Flushing

Ms. Ruiz-Smith made a motion second by Mr. Weimer to approve the quote in the amount of \$8,650.00 received from Linde Corporation dated December 17, 2018 for the repair of the surge tank line unclogging to be completed in the spring of 2019

- **Discussion:** Ken Fulford stated that the cleanout is required to remove the twigs and debris from the line stating that this was completed five years ago. Ms. Colgan asked if Linde Corporation will hold the quoted amount until the spring, being advised by Mr. Fulford that they will.
- **Vote:** All in favor, motion passes.

5. Adoption of Resolution #11-2018: Code of Ethics and Conduct Applicable to All Elected and Appointed Officials

Mr. Weimer made a motion second by Ms. Kelly to adopt Resolution #11-2018: Code of Ethics and Conduct Applicable to All Elected and Appointed Officials.

- **Discussion:** Ms. Ruiz-Smith stated that it appears as though the Board is a figure head and employees are the captain of the ship since there are so many items that are hands off in the code of conduct.
- **Vote:** All in favor, motion passes.

6. Planning Commission Recommendation of Approval for the Zoning Map Amendment for the Properties of H. John Davis to be changed from C-1 and C-2 to Industrial/ Authorization to Advertise Public Hearing for Zoning Map Amendment for the Properties of H. John Davis to be changed from C-1 and C-2 to Industrial

Ms. Ruiz-Smith made a motion second by Ms. Colgan to authorize moving forward with the process for the Zoning Map Amendment for the Properties of H. John Davis to be changed from C-1 and C-2 to Industrial pursuant to the MPC and authorize advertising for the public hearing.

- **Discussion:** Discussion ensued regarding the timing of the submission to the MCPC because the submission was made by the applicant's attorney instead of the Township. Ms. Ruiz-Smith stated that she confirmed at the Planning Commission meeting that the ordinance submitted was the template that Solicitor Armstrong provided to Solicitor Worthington being advised that it was. Solicitor Armstrong stated that he will review the ordinance. The hearing will be held on January 18, 2019 or February 5, 2019 depending on the timeframe for the MCPC review.
- **Vote:** All in favor, motion passes.

7. Request to Lease Space in the Basement of the Municipal Building from Nelsi Rivera

No motion was made. Ms. Rivera was in attendance and stated that they will be using the space for mental health and social work services working with children, adolescents and adults with two doctors on staff. Ms. Ruiz-Smith stated that she would request that Ms. Rivera confirms that the use is a permitted use in the space before signing the lease stating that there was an issue with medical services being provided in building number 2 and wanted to make sure that is not the issue with this space. Ms. Kelly stated that if Ms. Rivera contacts Ms. Mills she can assist her with meeting with the Zoning Officer.

8. Adoption of Ordinance #133- 2018: An Ordinance Amending the Code of Ordinances of Coolbaugh Township at Chapter 1, Part 2C, Parks and Recreation Commission, Section 222, Composition and Appointment by Decreasing the Membership of the Parks and Recreation Commission to Five (5) Members and Providing for Conditions for Removal

Ms. Kelly made a motion second by Ms. Colgan to adopt Ordinance #133-2018 Amending the Code of Ordinances of Coolbaugh Township at Chapter 1, Part 2C, Parks and Recreation Commission, Section 222, Composition and Appointment by Decreasing the Membership of the Parks and Recreation Commission to Five (5) Members and Providing for Conditions for Removal.

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

9. Adoption of Ordinance #134-2018: An Ordinance Amending the Code of Ordinances of Coolbaugh Township at Chapter 1, Part 2A, Planning Commission, by Decreasing the Membership of the Planning Commission to Five (5) Members and Providing for Compensation and Certain Conditions and Requirements of the Planning Commission

Ms. Kelly made a motion second by Mr. Lamantia to adopt Ordinance #134-2018 Amending the Code of Ordinances of Coolbaugh Township at Chapter 1, Part 2A, Planning Commission, by Decreasing the Membership of the Planning Commission to Five (5) Members and Providing for Compensation and Certain Conditions and Requirements of the Planning Commission.

- **Discussion:** D. Pope asked when the Planning Commission began getting paid.
- **Vote:** All in favor, motion passes.

10. Planning Commission Recommendation of Approval of the Waiver of Procedural Time Requirements for the Subdivision of Americo Volpe until January 30, 2019

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the Waiver of Procedural Time Requirements for the Subdivision of Americo Volpe until January 30, 2019.

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

11. Authorization to Advertise 2019 Re-Organizational Meetings

Ms. Kelly made a motion second by Mr. Weimer to authorize the advertisement of the 2019 Re-Organizational Meetings for Township Boards, Committees and Commissions.

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

12. Wal-Mart Distribution Center Significant Industrial User Pretreatment Permit Renewal

Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the Walmart Distribution Center Significant Industrial User Pretreatment Permit Renewal for the period of January 1, 2019- December 31, 2020.

- **Discussion:** Mr. Weimer stated that he will be abstaining from the vote due to his employment with the Walmart Distribution Center.
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained due to his employment)

13. Adoption of Resolution #12-2018: Fixing of the 2019 Tax Rate and Adoption of the Proposed 2019 Budget

Mr. Weimer made a motion second by Ms. Kelly to adopt Resolution #12-2018: Fixing of the 2019 Tax Rate and Adoption of the Proposed 2019 Budget.

- **Discussion:** Ms. Ruiz-Smith stated that she was voting against the resolution to pass the budget as she does not agree with the wage increases that are in the budget stating that she proposed that everyone receive a 1.5% increase except for the new hire which deserves a significant increase.
- **Vote:** 4-1-0, motion passes. (Ms. Ruiz-Smith opposed)

14. Controller Report

Presented by Ms. Mills as of November 30, 2018.

- **Discussion:** None

15. Current obligations

• General Fund	\$	234,773.21
• Escrow	\$	2,666.50
• Liquid Fuels	\$	531,994.46
• Sewer Fund	\$	<u>8,861.55</u>
Total Disbursements	\$	778,295.72

Ms. Kelly made a motion second by Ms. Ruiz-Smith to pay our current obligations in the amount of \$778,295.72.

- **Discussion:** Mr. Lamantia asked for clarification on check #4933. M. Fairservice asked for clarification on check #4929.
- **Vote:** All in favor, motion passes.

16. Solicitors Comments

Solicitor Armstrong stated that he is continuing to work with Dollar General on their earthmoving agreement that they requested.

17. Other business

- ❖ Mr. Weimer stated that there are a lot of trees down due to the ice stating that DPW is working on the cleanup and thanked them for their great work during this last storm. Mr. Weimer stated that there was minor damage to a plow truck during the storm.
- Mr. Weimer stated that the Board of Supervisors authorized the payout of \$10,000.00 for a boat for the Coolbaugh Township Volunteer Fire Company dive team which has arrived. S. Topping thanked the Board and stated that he can't wait to take it out.

18. Board of Supervisors Executive Sessions

- **After:** Tuesday, December 18, 2018 from 7:56pm-8:09pm Re: Legal.

19. Adjournment

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

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

Meeting adjourned at 7:50 pm.

NEXT REGULAR BOARD MEETING: Monday, January 7, 2019 at the Coolbaugh Township Municipal Office meeting room.

- Business Meeting – 7:00 pm

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____