

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

January 17, 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

Nothing was heard.

2. Approval of minutes / notes : December 6

Ms. Kelly made a motion, seconded by Ms. Ruiz-Smith to approve the regular meeting minutes of January 3, 2017 with the change that Ms. Mills Title be changed to Business Manager.

- **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 she would like to know what category the vandalism at Carriage Square falls under as there were 15 vehicles vandalized and it shows that there were only 4 cases on December's monthly report.
- **Pocono Mountain Regional EMS-**Presented by M. Lemley.
- **Coolbaugh Township VFD-** Presented by J. Frutchey. Mr. Weimer stated that Coolbaugh Township VFC will be presenting an award on Saturday morning to the neighbors of the house that caught on fire on New Year's Eve as the neighbors went into the house that was on fire and got out the people that were in the house. Mr. Weimer stated that there were no working smoke detectors in the house.
- **Gouldsboro VFD-** Presented by Mr. Weimer
- **Pocono Summit VFD-** Presented by Mr. Weimer
- **Thornhurst Fire & Rescue Ambulance-** Presented by D. Wagner, thanking the Board for their support and thanking Ms. Mills for her assistance.
- **Tobyhanna Township VFD-** Presented by Mr. Weimer. T. Counterman and E. Tutrone were in attendance earlier but due to the deteriorating road conditions they needed to go to work.
- **Pocono Mountain Public Library-** Nothing was submitted

4. Acceptance of Resignation of PMRPC Representative David Pope/Appointment of New Representative to PMRPC

Ms. Ruiz-Smith made a motion second with regrets by Ms. Kelly to accept the resignation of David Pope in his email dated January 4, 2017.

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

Ms. Kelly made a motion second by Mr. Weimer to appoint Ms. Ruiz-Smith to the PMRPC as a representative for 2017.

- **Discussion:** Mr. Lamantia stated that he does not agree with this as we received another letter of interest that was presented to us at the last meeting that was not appointed and that they should be considered for the position. Ms. Kelly stated that we are working on new contracts for the Police Commission and it will be beneficial to have three supervisors on the commission to represent our Township. M. Fairservice asked Solicitor Hanna if it is a

violation of the Sunshine Law for three supervisors to sit on the commission as they will now have a majority of the Board and be able to act on things without bringing them back to the table, being advised by Mr. Hanna that no this is not an issue. Ms. Ruiz-Smith stated that the three supervisors will be members of an 11 member board. M. Fairservice asked if there was something that stated that there had to be one civilian on the commission as a representative and Ms. Kelly stated that no there is not under the 1996 agreement. B. Sandford stated that he believes that it is beneficial to have the outside opinion of a resident to represent the interest of the public. Discussion continued on issues that are ongoing with the Commission and Mr. Weimer stated that we will give it a shot with three supervisors on the commission and if it does not work out we will make changes.

- **Vote:** 3-1-0, motion passes. (Mr. Lamantia opposed)

5. Thornhurst VFC Request for Disbursement of 2016 funds in the amount of \$19,174.00

Mr. Weimer made a motion second by Ms. Ruiz-Smith to disburse 2016 funds to Thornhurst VFC in the amount of \$19,174.00.

- **Discussion:** Mr. Lamantia stated that he is glad to see that all required financial documents have been received.
- **Vote:** All in favor, motion passes.

6. Planning Commission Recommendation to Approve Requested Waivers from Verizon Wireless

Ms. Ruiz-Smith made a motion second by Ms. Mr. Weimer with the correction to Mr. Brady's letter to reflect that the property is located on Route 196 not Route 940.

- **Discussion:** Mr. Anderson representative for Verizon Wireless asked if this is just for the waivers or also the land development plan, being advised the plan is next on the agenda. Mr. Weimer also stated that something not related to this item, asked Mr. Anderson to have a Verizon Representative address the wire issue on Kilmer Road as they were not installed far enough underground and is now poking through the pavement.
- **Vote:** All in favor, motion passes.

7. Planning Commission Recommendation to Grant Conditional Approval to Verizon Wireless Cell Tower Land Development Plan

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to grant conditional approval to Verizon Wireless Cell Tower Land Development Plan.

- **Discussion:** Solicitor Hanna stated that there needs to be a reference as to the date of Russ's letter where the conditions are clarified.

Ms. Ruiz-Smith amended her motion and Mr. Lamantia his second to include that the conditional approval is based on Township Engineer, Russ Kresge's letter dated January 12, 2017.

- **Discussion:** Mr. Hanna advised that he received the development agreement and that there is one small correction necessary which he left a message for Attorney Williams.
- **Vote:** All in favor, motion passes.

8. Minor Subdivision joining lots # 5 & 6, Block A-65, Section 11 Arrowhead Lake, Property Owner(s)- Robert Thomas Waters

Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the lot consolidation plan joining lots # 5 & 6, Block A-65, Section 11 Arrowhead Lake, Property Owner(s) - Robert Thomas Waters.

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

9. Leaf Collection Schedule

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve and authorize the advertising of both the dates for the Spring Leaf Collection Schedule as well as the Bulk Drop Off Dates as presented.

- **Discussion:** Ms. Ruiz-Smith confirmed with Mr. Weimer that there is enough manpower to hold both leaf pickup and bulk drop off on the same day as they are scheduled, being advised that is not a problem.
- **Vote:** All in favor, motion passes.

10. Bulk Drop Off Schedule

***Motion under Agenda Item #9 authorizes both leaf collection and bulk drop off dates being approved and authorized for advertisement. ***

11. Controller Report

Ms. Mills presented the report as of December 31, 2016.

- **Discussion:** None

12. Current Obligations

• General Fund	\$	80,038.25
• Sewer Fund	\$	11,586.85
• Escrow Fund	\$	2,648.20
• Fire Tax/Coolbaugh Twp. VFC	\$	<u>500,000.00</u>
Total Disbursements	\$	594,273.30

Ms. Ruiz-Smith made a motion second by Ms. Kelly to pay the current obligations in the amount of \$594,273.30.

- **Discussion:** M. Fairservice asked for clarification on Check# 6856.
- **Vote:** All in favor, motion passes.

13. Other Business

- Ms. Ruiz-Smith stated that a letter has been sent out to State Representative Madden and she will be attending a future meeting in March, also stating that she has reached out to the governor's representative and they will be attending a meeting in the future as well.

Ms. Kelly made a motion second by Mr. Weimer to accept the letter of commitment from People's Security Bank dated January 9, 2017 in the amount of \$671,150.15.

- **Discussion:** Ms. Kelly stated that this is a requirement from Penndot for the Route 196 project. Mr. Lamantia stated he doesn't believe in borrowing money.
- **Vote:** 3-1-0, motion passes. (Mr. Lamantia opposed)
 - Mr. Weimer stated that DPW is out treating the road and thanked them for their diligent work taking care of the roads during these small storms.
 - Mr. Weimer stated that he will be meeting with Solicitor Hanna and Pocono Farms East with regard to PA American Water Company and the situation with the roads in Pocono Farms East due to work they are doing.

14. Board of Supervisors Executive Sessions

- **Prior:** Tuesday, January 17, 2017 from 6:38pm-7:02pm Re: Legal
- **After:** Tuesday, January 17, 2017 from 8:15pm- 8:43pm Re: Legal

15. Adjournment

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

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

Meeting adjourned at 7:53pm.

NEXT REGULAR BOARD MEETING: Tuesday, February 7, 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: _____