

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

July 19, 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, Juan Adams, Lynn Kelly, Alma I. Ruiz-Smith, and Anthony Lamantia

Board Members absent:

None

Staff present:

Jerry Hanna, Solicitor, Erin Masker, Recording Secretary

Staff absent:

None

Mr. Adams requested that a moment of silence be observed for the officers that lost their lives in Dallas and Baton Rouge.

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.

1. Public Input

Nothing was heard

2. Approval of minutes / notes : July 5, 2016

Ms. Kelly made a motion, seconded by Ms. Ruiz-Smith to approve the regular meeting minutes of July 5, 2016 as presented.

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

3. Monthly Reports

- **Pocono Mountain Regional Police Department-** Presented by Mr. Adams
- **Pocono Mountain Regional EMS-**Presented by Mr. Weimer
- **Coolbaugh Township VFD-** Presented by E. Topping
- **Gouldsboro VFD-** Presented by Mr. Weimer
- **Pocono Summit VFD-** Presented by Chief Tallmadge
- **Thornhurst Fire & Rescue Ambulance-** Presented by Mr. Weimer
- **Tobyhanna Township VFD-** Presented by Chief Counterman
- **Pocono Mountain Public Library-** Presented by Ms. Shincovich, Library Director

4. Request for Refund-Cancellation of Pavilion for August 20, 2016-Crystal Robinson

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve the request for a refund for the pavilion rental scheduled for August 20, 2016 in the amount of \$75.00

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

5. Request for Refund- Sewage Disposal System Permit Fees- Flintlock Trail Property

Ms. Kelly made a motion second by Mr. Adams to authorize the refund less the SEO charge for ½ hour of time and 10% administrative fees.

- **Discussion:** Ms. Ruiz-Smith stated that she felt the administrative fees were excessive for the little bit of work incurred. P. Williams stated that 10% administrative fees are standard practice.
- **Vote:** 4-1-0, motion passes. (Ms. Ruiz-Smith opposed)

6. Sale of 2004 Peterbilt Model 330 Truck on Municibid

Mr. Weimer made a motion second by Ms. Ruiz-Smith to sell the 2004 Peterbilt Model 330 truck on Municibid with a minimum sale price of \$12,000.00.

- **Discussion:** Mr. Weimer read the specs of the truck that is being sold stating that the quote for repairs needed to pass inspection will also be included in the information provided to those interested in purchasing the truck.
- **Vote:** All in favor, motion passes.

7. 2017 Budget Work Session Dates/Authorization to Advertise

Mr. Weimer made a motion second by Ms. Ruiz-Smith to advertise the following dates for the 2017 Budget Work Session Meetings: 8/30/2016, 9/1/2016, 9/8/2016, 9/22/2016, 9/29/2016, 10/13/2016, 10/27/2016, 11/10/2016, and 11/29/2016.

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

8. Current obligations

• General Fund	\$	78,446.48
• Sewer Fund	\$	9,040.37
• Escrow Fund	\$	<u>9,388.50</u>
Total Disbursements	\$	96,875.35

Mr. Adams made a motion second by Ms. Kelly to pay the current obligations in the amount of \$96,875.35.

- **Discussion:** Mr. Lamantia asked for clarification on check #6326. E. Tutrone stated that paving will be taking place on Locust Ridge Road from 940 to the Lackawanna County Line and that the bridge will be replaced. Mr. Tutrone stated that fire and EMS have already discussed this project and how it will be handled by emergency services stating that everything is covered. There will be a meeting with Walsh Construction on August 9, 2016 at 3pm regarding the project if anyone is interested in attending it will be held at the Tobyhanna Township Building.
- **Vote:** All in favor, motion passes.

9. Other Business

Mr. Weimer read a resignation letter received from Mr. Ron Kluge of the Planning Commission.

Ms. Kelly made a motion second by Mr. Adams to regretfully accept the resignation from Mr. Ron Kluge of the Coolbaugh Township Planning Commission due to him moving out of the area.

- **Discussion:** Ms. Ruiz-Smith stated that she would like a letter sent to Mr. Kluge for his service to the Township stating that as a member of the Planning Commission and having the pleasure of working with Mr. Kluge, he will be greatly missed and it will be hard to fill his position.
- **Vote:** All in favor, motion passes.

Mr. Weimer read Resolution # 05-2016 regarding the Route 196 Turning Lane Project

Mr. Adams made a motion second by Ms. Ruiz-Smith to approve Resolution #05-2016 pertaining to the condemnation of land for the Route 196 Turning Lane Project.

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

Mr. Lamantia extended an invitation to the Board of Supervisors for August 2, 2016 APCP Annual Night Out Event.

10. Board of Supervisors Executive Sessions

Prior: Tuesday, July 19, 2016 from 6:10pm-6:47pm Re: Legal and Personnel

11. Adjournment

There being no further business, a motion was made by Ms. Kelly second by Mr. Adams to adjourn.

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

Meeting adjourned at 7:33pm.

NEXT REGULAR BOARD MEETING: Tuesday, August 2, 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: _____