

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
PUBLIC HEARING AND REGULAR MEETING MINUTES

July 3, 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, Lynn Kelly, Alma I. Ruiz-Smith and Clare Colgan

Board Members absent:

None

Staff present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary and Meredith Thompson, Asst. Business Manager

Staff absent:

None

Announcements:

Mr. Weimer announced the following:

- The meeting is being recorded to aid in the preparation of the minutes

1. **Public Hearing- Comments on Ordinance #130-2018- Relating to the Amended and Restated Agreement on Pocono Mountain Regional Police**

Solicitor Armstrong stated that according the Second Class Township Code a hearing must be held when considering the adoption of an ordinance. Solicitor Armstrong stated that Ordinance #130-2018 presented this evening is to agree to the inter-municipal agreement with Tunkhannock Township, Tobyhanna Township, Mount Pocono Borough and Barrett Township on the Amended and Restated Agreement for the Pocono Mountain Regional Police. Solicitor Armstrong asked if there are any comments from either the Board or the Public, hearing none the hearing was closed.

2. **Adoption of Ordinance #130-2018- Amended and Restated Agreement on Pocono Mountain Regional Police**

Ms. Kelly made a motion second by Ms. Ruiz-Smith to adopt Ordinance #130-2018- Amended and Restated Agreement on Pocono Mountain Regional Police.

- **Discussion:** Mr. Weimer thanked everyone for their hard work on this Agreement.
- **Vote:** All in favor, motion passes.

Mr. Weimer stated that public input would be considered at the beginning of the meeting for non-agenda items. The Public will be given a chance to speak on each agenda item.

3. **Public Input**

- D. Pope stated that there are still political signs out in town that need to be taken down.
- D. Pope asked the status of the gas station owned by Nadia Barzeva.
- D. Pope asked when paving will begin.
- D. Pope stated there is a tree that needs to be trimmed at Echo Lake and Laurel Drive.
- D. Pope stated that Route 196 looks a mess with all the used car lots as well as the trailer parking across from the airport.

4. **Approval of minutes / notes : June 19, 2018 Regular Meeting Minutes**

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the regular meeting minutes of June 19, 2018 as presented.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained due to his absence at that meeting)

5. **Request for an Advertising Sponsorship for Pocono Mountain Regional Roundup**

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to authorize a \$250.00 advertising sponsorship for the Pocono Mountain Regional Roundup.

- **Discussion:** Ms. Ruiz-Smith asked who the annual subscription goes to since we are a business with Jeanine Hofbauer responding that it would be for a residential property stating that some other businesses have raffled them off to employees that reside in the coverage area.
- **Vote:** All in favor, motion passes.

6. **Minor Subdivision joining lots 86 & 87, Section L, A Pocono Country Place, Property Owner(s) Desleen Cox-Vines**

Ms. Kelly made a motion second by Ms. Colgan to approve the Minor Subdivision joining lots 86 & 87, Section L, A Pocono Country Place, Property Owner(s) Desleen Cox-Vines.

- **Discussion:** Mr. Lamantia asked if the Homeowners Association is notified when there are minor subdivisions being presented to the Board with Ms. Masker stating that the surveyor sends a letter to the HOA.
- **Vote:** All in favor, motion passes.

7. **Northeast Signal and Electric Company- 2018 Preventative Maintenance Service Contract**

Mr. Weimer made a motion second by Ms. Colgan to approve the 2018 preventative maintenance contract in the amount of \$4,950.00 as proposed by Northeast Signal and Electric Company.

- **Discussion:** Mr. Weimer reviewed the locations that are serviced within the Township. Ms. Ruiz-Smith asked if they tour the Township to determine the locations for maintenance with Mr. Weimer stating that the scope of work is in the proposal and determines what work is covered. Mr. Weimer stated that in the future there is a need for PennDOT to do work as far as a traffic signal at Renaissance and Route 196 as there are multiple accidents at that location.
- **Vote:** All in favor, motion passes.

8. **Parks and Recreation Request to Purchase License for the Movie in the Park Event on July 21, 2018 featuring the movie Shrek.**

Mr. Weimer made a motion second by Ms. Kelly to authorize the purchase of the movie licensing for the movie Shrek in the amount of \$250.00 for the July 21, 2018 movie in the park.

- **Discussion:** Ms. Ruiz-Smith asked how much is budgeted for the event and how many are planned with Ms. Colgan responding that there will be two movie in the park events as there was \$500.00 budgeted.
- **Vote:** All in favor, motion passes.

9. Parks and Recreation Recommendation of Approval for the Abt Family Reunion use of the Volunteer Field on August 11, 2018 from 10am-3pm

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the Volunteer Field use request for the Abt Family Reunion on August 11, 2018 from 10am-3pm.

- **Discussion:** Ms. Ruiz-Smith asked if there is a rain date being advised by Ms. Colgan that they did not request one.
- **Vote:** All in favor, motion passes.

10. Parks and Recreation Recommendation to Purchase 8 Double Sided Directional Signs for Parking at Township Events

Ms. Colgan made a motion second Ms. Kelly to authorize the purchase of 8 double sided directional signs for parking at Township events for a total cost of \$224.00 as provided on the quote.

- **Discussion:** Ms. Ruiz-Smith asked if the signs are reusable being advised that they are and can be used for all Township events when needed.
- **Vote:** All in favor, motion passes.

11. Appointment of Solicitor to Serve on the UCC Board of Appeals

Ms. Kelly made a motion second by Mr. Weimer to appoint Attorney George Reihner at the rate of \$165.00 per hour per his proposal dated June 29, 2018

- **Discussion:** Ms. Ruiz-Smith stated that there was a proposal received from Emanuel DeStefano who is also a seated member of the Zoning Hearing Board and asked Solicitor Armstrong if it would be considered a conflict to serve on both with Solicitor Armstrong stating that a member of the ZHB could not sit on another board but stated that this position would be advisory and would have suggested that the Board err on the side of caution. Solicitor Armstrong stated that there is currently an application for Clarius that was submitted and that he is concerned with the timing of 30 days as listed in the original resolution that he provided that was passed as it could be as long as 60 days. Solicitor Armstrong stated that Clarius is concerned with having the hearing as soon as possible as it affects their ability to obtain a building permit. Solicitor Armstrong just wanted to bring that to the Boards attention in case they wanted to change the resolution or leave it the way it is to encourage the Board of Appeals to act on the applications within the 30 days. Ms. Ruiz-Smith stated that it is more suitable to keep it at the 30 day timeframe to stay commercial building friendly.
- **Vote:** All in favor, motion passes.

12. Current Obligations

• General Fund	\$	289,890.09
• Sewer Fund	\$	8,132.55
• Escrow Fund	<u>\$</u>	<u>2,604.34</u>
Total Disbursements	\$	300,626.98

Ms. Colgan made a motion second by Ms. Kelly to pay our current obligations in the amount of \$300,626.98.

- **Discussion:** Ms. Ruiz-Smith asked for clarification on Req. # 14949, 14967 and 14991. D. Pope asked what Carrot Top Industries is for.
- **Vote:** All in favor, motion passes.

13. Other Business

Ms. Colgan made a motion second by Mr. Weimer to purchase a sign at a cost not to exceed \$500.00 to be placed at the recycling center stating that "The Monroe County Waste Authority will be removing the blue bins by July 31, 2018 from this location. The new drop off points will be 1, 2, 3, (will be provided by Ms. Ruiz-Smith) not on the side of our roads. Anyone caught illegally dumping will be prosecuted to the fullest extent of the law"

- **Discussion:** V. Massaro asked if it just the blue bins or all recycling bins that are being removed being advised it is just the blue bins.
- **Vote:** All in favor, motion passes.

Mr. Lamantia stated that he has tickets for sale to the Regional Roundup event if anyone is interested.

Ms. Kelly made a motion second by Mr. Weimer to authorize sending a letter to Chief Chris Wagner to request additional sites for data collection for the following roads within Coolbaugh Township: Seven Nations, Rob Roy, Country Place Drive (first section leading up to the first stop sign), Idlewild, Knollwood and Hemlock.

- **Discussion:** Ms. Ruiz-Smith stated that Chief Wagner stated he can't do anything on private roads with Ms. Kelly stating that he can't give tickets in a private community but Ms. Kelly stated that we would like them on the roads listed above for informational purposes which could assist in future planning. Solicitor Armstrong stated that if needed homeowner association permission could be requested. Mr. Weimer stated that it was purchased with taxpayer money stating that we as the Board of Supervisors receive complaints about speeding so this tool can help to deter people. Mr. Weimer stated that the Board could also discuss purchasing speed detecting signs which would allow the police department to download information. Mr. Lamantia stated that he will speak to the Manager at APCP before we send out the letter.
- **Vote:** All in favor, motion passes.

Mr. Weimer congratulated DPW Assistance Foreman Kyle Knecht and his family on the birth of their son stating that everyone is healthy and well.

Mr. Weimer stated that there was an accident at the DPW Road Garage stating that three garage door panels came down on an employee. Mr. Weimer stated that there will be a bill from All Door Sales and Service coming in as once the accident happened he had them come out to service all the doors to prevent future issues and accidents.

Mr. Weimer stated that the Board thanks Harry Smith and Dave Pope for all their hard work on the Veterans Memorial and stated that in appreciation the Township purchased their stones that were placed out at the monument. Both H. Smith and D. Pope thanked the Board.

H. Smith thanked Ms. Masker for her work on the Veterans Memorial.

14. Adjournment

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

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

Meeting adjourned at 8:03pm.

NEXT REGULAR BOARD MEETING: Tuesday, July 19, 2018 at the Coolbaugh Township Municipal Office meeting room.

- Work Session- 6:00 pm
- Business Meeting – 7:00 pm

Submitted by: _____
Erin Masker, Township Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____