

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

July 5, 2016

The meeting was called to order by Chairman William Weimer at 7:01 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, Maureen Mills, Controller, and Tomas Keane, Code Enforcement Officer

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.

1. Request for Disbursement of funds for the Coolbaugh Township Volunteer Fire Company

Mr. Lamantia stated that he apologizes if he came across at the last meeting like he was looking for something. As a firefighter for many years he respects and appreciates what they are doing, stating that he has seen the documents provided by the fire company and he is impressed by everything that the fire company is able to achieve and purchase with the amount of funding that they receive. Stating that the grants that they are able to obtain are commendable as it takes the burden off the tax payers.

Ms. Ruiz-Smith extended her apologies stating that her comments were over taken by the grapevine and her words were misconstrued. Ms. Ruiz-Smith stated that she and the Township appreciate everything that the fire company does for the community. Ms. Ruiz-Smith stated that she believed that the expenses were from 2015, not realizing that the expenses you were looking to pay were from April 2016 forward. Ms. Ruiz-Smith stated that she apologizes from the bottom of her heart and hopes they accept her apology. Ms. Ruiz-Smith stated that she would like the fire company to show the video that they presented at the banquet to the other Supervisors and the public as she was in tears when she saw the video.

Mr. Adams stated that he sincerely apologizes for not being able to meet with the Chief and stated that he would welcome a meeting with the Chief at a time that is convenient. Mr. Adams hopes that the fire company knows how much they are appreciated.

Ms. Kelly stated that on behalf of the Board of Supervisors, I would like to express our sincere apology to the members of the Coolbaugh Township Volunteer Fire Company for the poor decision we made last meeting when we voted not to release your annual funding. You are part of an organization which is very important to our community and deserve our respect and thanks for all you do. We as a Board need to show our support and not lose sight of the value we receive from your volunteers. We need to understand how difficult it is to be a dedicated firefighter giving so much of your time for the safety of others. You train to save lives and we as your elected officials need to provide you with the resources necessary to do your job.

Ms. Kelly made a motion second by Ms. Ruiz-Smith to release the annual contribution of \$150,000.00 to the Coolbaugh Township Volunteer Fire Company

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

Chief Ambrogio stated that it was a misunderstanding and thanked the Board for their kind words. Chief Ambrogio stated that one of the hardest things he has to do because of the budget and funding is making cuts in retention and training, also stating to the Supervisors that if they need anything all they have to do is ask.

Ms. Ruiz-Smith stated that their hard work does not go unnoticed. Mr. Weimer thanked the firefighters for all they do, agreeing that the some statements that were made were incorrect. The Board has requested financials in the past and have not received them from all fire companies. Mr. Weimer thanked the men and women of the fire company again for all the support that they give to the Township and our residents.

2. Public input

- B. Repetsky from Hemlock Campground asked about the fire ordinance that was being discussed this evening.
- K. Winowich inquired about the status of the Red Barn.
- L. Cellucci inquired about the Falcon Terrace blighted property.
- H. Smith inquired about the Main Street blighted property.
- M. Fairservice inquired about how the enforcement at the recycling center is going.
- H. Smith suggested the Township have Monroe County find a new location for the blue bins.

3. Approval of minutes / notes : June 17, 2016 Special Meeting Minutes & June 21, 2016 Regular Meeting Minutes

Mr. Lamantia made a motion, seconded by Ms. Kelly to approve the special meeting minutes of the June 17, 2016 and regular meeting minutes from June 21, 2016 as presented.

- **Discussion:** M. Fairservice stated that the motion listed in the minutes made by Ms. Ruiz-Smith on June 21, 2016 minutes under CTVFC disbursement, actually died because of lack of a second after Mr. Lamantia withdrew his second.

Mr. Lamantia amended his motion and Ms. Kelly amended her second to approve the minutes for June 17, 2016 and June 21, 2016 to include the above correction on the June 21, 2016 minutes.

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

4. Parks and Recreation Recommendations

- **Approval of Request to Waive the fees for TAA Annual Banquet July 30, 2016**
- **Approval of installation of netting on Volunteer Field**

Mr. Adams made a motion second by Ms. Ruiz-Smith to approve the waiver of the pavilion rental fee for TAA for their annual banquet on July 30, 2016 as recommended by the Parks and Recreation Commission.

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

Mr. Weimer made a motion second by Mr. Adams to approve the recommendation to hire Mount Pocono Fence to install fence extensions and install the netting on the Volunteer Field at a cost not to exceed \$6000.00.

- **Discussion:** A. Masker, President of TAA stated that he has already purchased the additional net that is needed for the project completion and it will be delivered tomorrow.
- **Vote:** All in favor, motion passes.

5. Draft Proposal for Request of Documentation from Coolbaugh Township Agencies

Mr. Weimer made a motion second by Mr. Lamantia to approve sending out the draft letter to organizations that receive donations from the Township.

- **Discussion:** Mr. Adams stated that he feels that organizations that receive less than \$5000.00 should not be required to provide the financial documents that this letter is requesting. Ms. Ruiz-Smith stated that for the fire companies, she would like a list of the volunteers and the vehicle information such as the year and the mileage so that we are able to determine the life of the vehicles and be able to prepare for the future. G. Tallmadge stated that this information was provided to the Township previously and should be on file. Mr. Weimer stated that the information was received previously through the business plan but not the contract. Ms. Kelly stated that we need consistency and should send this letter to all the entities and ask for the other information at a different time, possibly if we go back to having contracts again. Ms. Ruiz-Smith stated we need to start grooming and recruiting the younger generation. Mr. Lamantia stated that those that receive money from the Township should have information on file at the Township.

Vote: All in favor, motion passes.

6. E-911 Readdressing

Mr. Keane presented an updated report stating that the numbers didn't really change that much except for the K section of APCP as he has just began checking that section. Mr. Keane stated that we are at 55% compliance for the properties that have been checked so far.

7. Dangerous Structures Update

Ms. Kelly presented the updated status of the blighted properties.

- **Discussion:** H. Smith stated that a couple months ago we were told that the Main Street property had insurance on it, and now we are being told in the update that you are unable to locate the owner or verify if the house has insurance. Chief Ambrogio stated that the evening of the fire he was told there is no insurance and he told the Board that he may have information on where you may be able to find the owner. L. Cellucci stated that he was advised that the homeowner of Falcon received a demo permit and that the grass has been cut, but wondered how long the permit is good for. C. Dunn asked if there is an ordinance with regard to bonds in case of a fire, stating that she is submitting incident reports along with pictures to the Township and Coolbaugh Township Fire Co is on scene so we should be aware of fires when they occur. B. Sandford asked if the insurance can be looked into to make sure that the houses are not sitting and insurance has been received. J. Kowalsky stated that it is embarrassing for the communities to have these properties, stating maybe the Township should find someone that is well versed in these situations and finding people who walk away from these properties. E. Hanretti asked if the insurance money is received can the Township then take care of the abandoned properties, Mr. Weimer stated that there is a process we have to go through before we can take care of the properties. Mr. Weimer asked Ms. Mills to run the numbers on the cost to tear down the Belgravia house. Mr. Keane stated that 143 Simmons Road was torn down and the garage was left when he went by that property the other day.

8. Change Right to Know Request Fees

Mr. Weimer made a motion second by Ms. Ruiz-Smith to change the right to know fee schedule to \$0.25 for every page.

- **Discussion:** Nothing was heard
- **Vote:** All in favor, motion passes.

9. Controller Report

Ms. Mills presented the Controllers report up to May 31, 2016.

- **Discussion:** G. Tallmadge asked what is included in the line titled fire.

10. Current obligations

• General Fund	\$	337,424.83
• Sewer Fund	\$	9,629.51
• Escrow Fund	\$	<u>789.20</u>
Total Disbursements	\$	347,843.54

Mr. Adams made a motion second by Ms. Kelly to pay the current obligations in the amount of \$347,843.54.

- **Discussion:** Ms. Ruiz-Smith asked for clarification on checks #1443, #6262, and #6272.
- **Vote:** All in favor, motion passes.

11. Other Business

Mr. Lamantia asked if there is a contract with the water company for the hydrants, stating that we are paying for them and aren't even sure if there is a contract or what they are supposed to be doing. Mr. Weimer asked Mr. Lamantia if he would agree to meet with the water company with him, Mr. Lamantia stated yes.

Ms. Kelly made a motion second by Mr. Adams that no entry of appearance be made by Coolbaugh Township in the matter of PA Property Portfolio, Inc. vs. Monroe County and other Municipalities listed to No. 3522 CV 2016.

- **Discussion:** Mr. Hanna advised that this is a procedural matter that has to do with the county property tax sales and the timely reporting of back taxes on a property, stating that the little amount of money is not worth going to court over.
- **Vote:** All in favor, motion passes.

12. Board of Supervisors Executive Sessions

Prior: Tuesday, July 5, 2016 from 6:37pm-6:55pm Re: Legal and Personnel

13. Adjournment

There being no further business, a motion was made by Mr. Lamantia and second by Ms. Ruiz-Smith

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

Meeting adjourned at 8:17pm.

NEXT REGULAR BOARD MEETING: Tuesday, July 19, 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: _____