

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
June 19, 2018

The meeting was called to order by Vice-Chairman Anthony Lamantia at 7:15 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

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

**Board Members absent:**

William Weimer

**Staff present:**

Patrick Armstrong, Solicitor and Erin Masker, Township Secretary

**Staff absent:**

None

**Announcements:**

Mr. Lamantia 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 thanked Ms. Masker for her work on the Veterans Memorial Monument Ceremony

**2. Approval of minutes / notes : June 5, 2018 Meeting**

*Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the meeting minutes of June 5, 2018 with two corrections, changing the Fedex to Clarius Partners and a spelling correction.*

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

**3. Monthly Reports**

➤ **Pocono Mountain Regional Police Department-** Presented by Ms. Kelly

Ms. Kelly reviewed the extended speed summary report that was conducted on Echo Lake for a period of 7 days. Mr. Lamantia stated that the board should consider asking the chief about other roads in the community. Officer Sarpona stated that they cannot set up in gated communities.

➤ **Pocono Mountain Regional EMS-**Presented by M. Lemley.

➤ **Coolbaugh Township VFC-** Presented by T. Keane, stating that PMREMS held an assist class at their station as well as hosted a flash over simulator in conjunction with the Tobyhanna Army Depot Fire Company.

➤ **Gouldsboro VFD-** Presented by Ms. Colgan stating that she attended their clam bake and stated that they had a good turnout. There will also be a breakfast coming up in July and another clam bake in August.

➤ **Thornhurst Fire & Rescue Ambulance-** Presented by D. Wagner stating that they held a bingo recently with almost 150 people in attendance and they have an upcoming purse bingo on July 14.

➤ **Tobyhanna Township VFC-** Presented by T. Counterman

➤ **Pocono Mountain Public Library-** Presented by A. Shincovich, thanking DPW and the Coolbaugh Township Fire Company for their assistance in the storm on election day for the generator and the lights that were

provided, also stating that they are currently selling raffle tickets for a basket of cheer that will be raffled off in the beginning of July. A. Shincovich also stated that the summer reading program will begin on June 26, 2018.

**4. Planning Commission Recommendation of Approval for Clarius Partners Land Development Plan**

Ms. Ruiz-Smith made a motion second by Ms. Kelly to grant conditional approval of the Clarius Land Development Plan conditioned upon the satisfaction of the items as outlined in Township Engineer, Russell Kresge's review letter dated June 15, 2018.

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

**5. Authorization to Advertise Mid Term Budget Review Meeting being held on June 28, 2018 at 6:00pm**

Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize the advertising of the Mid Term Budget Review being held on June 28, 2018 at 6:00pm.

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

**6. Authorization to Advertise Hearing and Intent to Adopt Ordinance #130-2018, Amended and Restated Agreement on Pocono Mountain Regional Police**

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize the advertisement for the hearing and intent to adopt Ordinance #130-2018, Amended and Restated Agreement on Pocono Mountain Regional Police*

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

**7. Appointment of Members to the Uniform Construction Code Board of Appeals**

*Ms. Colgan made a motion second by Ms. Kelly to appoint Francis Sloan to a term of five years, Tina Merli to a term of four years, William Leonard to a term of three years, John Barlieb to a term of two years and George Dobson to a term of one year.*

- **Discussion:** Solicitor Armstrong stated that the terms are staggering since this is an appointment for all five members at one time, re-appointments will all be for a five year term.
- **Vote:** All in favor, motion passes.

**8. Authorization to add Monroe Drive and Paupack Lane to the approved 2018 paving contract in the additional amount of \$17,329.85.**

*Ms. Ruiz-Smith made a motion second by Ms. Colgan to add Monroe Drive and Paupack Lane to the approved 2018 paving contract in the additional amount of \$17,329.85.*

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

**9. Controller Report**

Ms. Kelly read the controller report in the absence of Ms. Mills.

## 10. Current Obligations

• General Fund	\$	143,670.26
• Escrow Fund	\$	1,950.00
• Sewer Fund	\$	<u>10,238.23</u>
Total Disbursements	\$	155,858.49

*Ms. Kelly made a motion second by Ms. Colgan to pay our current obligations in the amount of \$155,858.49.*

- **Discussion:** D. Pope questioned the check payable to Gilmore and Associates
- **Vote:** All in favor, motion passes.

## 11. Other Business

- Ms. Ruiz-Smith asked for clarification from Solicitor Armstrong on two incoming mail items being a FEMA letter which Solicitor Armstrong stated that the homeowner could have petitioned FEMA because part of their property was located in a flood plain and they did not agree. Ms. Colgan stated that it is her neighbor that sold their house and the new owners petitioned FEMA because the house is on a hill with a waterway in the back and they wanted it to be re-evaluated. Ms. Ruiz-Smith also spoke on mail re: Verizon Fiber Optic Cable installation received from the PUC.
- Ms. Kelly gave an update on the Route 196 turning lane project stating that there was a pre-construction meeting held and that the contractor plans to begin working in 5-6 weeks and is currently coordinating with the signal company to begin working. Ms. Ruiz-Smith asked when notice will be sent to PMREMS and PMRPD, with Ms. Kelly stating that it is the responsibility of the Contractor to get that out to them. M. Lemley stated that when there is work coming up they are usually notified a week or two in advance. Mr. Lamantia stated that he is sure that it is covered in the contract we have.
- Solicitor Armstrong stated that the conditional approval that was granted this evening for Clarius Partners, LLC. is for the revised plans that were submitted which changed the size of the building, stating that the earthmoving contract is already approved and available for signing, we are awaiting submission of the bond.

**\*\*The Board recessed for Executive Session from 7:53pm-7:58pm when the meeting reconvened\*\***

*Ms. Kelly made a motion second by Ms. Colgan to authorize Solicitor Armstrong to have the court complaint withdrawn for the Hamlet Property.*

- **Discussion:** Ms. Kelly stated that the house was taken down and the property was cleaned up in accordance with the Township Ordinance.
- **Vote:** All in favor, motion passes.

## 12. Board of Supervisors Executive Sessions

- **During:** Tuesday, June 19, 2018 from 7:53pm – 7:58pm Re: Legal

## 13. 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 8:00pm.

NEXT REGULAR BOARD MEETING: Tuesday, July 3, 2018 at the Coolbaugh Township Municipal Office meeting room.

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

Submitted by: \_\_\_\_\_  
Erin Masker, Recording Secretary

Witnessed by: \_\_\_\_\_  
William Weimer, Chairman

Date: \_\_\_\_\_