

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
June 5, 2018

The meeting was called to order by Chairman William Weimer at 7:20 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, Tomas Keane, Codes/Zoning Officer and Meredith Thompson, Asst. Business Manager

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

- D. Pope stated that there are still political signs out in town that need to be taken down.
- V. Massaro asked about the status of the Route 196 project being advised by Ms. Kelly that we are awaiting dates for a pre-construction meeting from PennDot.
- M. Fairservice inquired as to why the recycling center is closed on June 12th being advised by Mr. Weimer that DPW employees will be at flagger training.
- P. Williams stated that the blue bins are a mess again and that she will volunteer to watch the camera footage to determine who is dumping.
- M. Miller thanked the Board for assisting in having the blighted property in Pocono Farms East taken down.
- D. Broxmeier also thanked the Board for the PFE home being taken down.

2. Approval of minutes / notes : May 11, 2018 Special Meeting and May 16, 2018 Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve the special meeting minutes of May 11, 2018 as presented.

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

Ms. Colgan made a motion second by Mr. Lamantia to approve the meeting minutes of May 16, 2018 as presented.

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

3. Update on Veterans Memorial Unveiling

D. Pope thanked Ms. Ruiz-Smith for the cover that she made for the monument as well as the Board and everyone for their support on this project. Ms. Ruiz-Smith stated that there is a meeting scheduled at the VFW to go over the final details of the ceremony later this week. D. Pope asked when Mr. Moyer will be completing the landscape work out front with Ms. Ruiz-Smith stating that he will be having it done before the unveiling and that if the grass does not come in, he will be putting down sod before the ceremony. Mr. Weimer stated that the yard flags have come in for the walkway. D. Pope stated that all military flags are correct. Mr. Keane spoke to H. Smith to obtain clarification on the flag protocol.

4. Authorization to Send a Letter Re: Industrial Park Drive Paving Issue from 2017 Paving Contract

Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize sending the letter provided to H & K Group regarding Industrial Park Drive Paving Issue from the 2017 Paving Contract

- **Discussion:** Ms. Ruiz-Smith stated that Mr. Kresge was very impressed with the letter provided by Ms. Masker
- **Vote:** All in favor, motion passes.

5. Resolution #05-2018: Establishing a Uniform Construction Code (UCC) Board of Appeals

Mr. Lamantia made a motion second by Mr. Weimer to approve Resolution #05-2018 Establishing a Uniform Construction Code Board of Appeals.

- **Discussion:** Mr. Weimer stated that this Board will be important in assisting with the new building proposed by Clarius Partners, LLC. as the building will be required to meet the fire code as outlined in the 2015 version and not the current version of 2009, as the original building design does not fit within the 2009 code. Solicitor Armstrong stated it will be a five member Board, and that the UCC code was previously adopted by Ordinance and the Board only needs to approve the resolution in this case should they choose. Solicitor Armstrong stated that if anyone is unhappy with a decision made by Bureau Veritas that they would appeal to the UCC Board. Solicitor Armstrong stated that he went with the more stringent timelines between residential and commercial regarding hearing requirements.
- **Vote:** All in favor, motion passes.

6. Awarding of the 2018 Road Paving Bid

Mr. Weimer made a motion second by Mr. Lamantia to approve the 2018 road paving bid to Hanson Aggregates Pennsylvania, LLC. in the total amount of \$572,253.45 with the understanding that the Coolbaugh Township portion is \$477,388.40 and conditioned upon the concurrence of Tobyhanna Township entering into a contract for the remaining portion in the amount of \$94,865.05.

- **Discussion:** Ms. Ruiz-Smith stated that it has to be specified in the motion that Tobyhanna Township will be paying their portion. Mr. Weimer read the letter which outlines the terms of the payment breakdown for clarification.
- **Vote:** All in favor, motion passes.

7. EAC Request to Purchase a Solar Light for the Wiley Preserve Sign

Ms. Colgan made a motion second by Mr. Lamantia to purchase a solar light for the Wiley Property Sign at a cost not to exceed \$500.00 including shipping.

- **Discussion:** Ms. Colgan stated that EAC would like to purchase solar lights for all their signs but want to get one to see how it works before buying all of them. Ms. Ruiz-Smith asked if the funding for the light is in the budget with Ms. Colgan stating that it is. Ms. Colgan stated that it is \$359.00 plus shipping for the light.

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

8. Current Obligations

• General Fund	\$	358,448.45
• Sewer Fund	\$	8,151.84
• Escrow Fund	\$	<u>3,370.00</u>
Total Disbursements	\$	369,970.29

Ms. Kelly made a motion second by Mr. Weimer to pay our current obligations in the corrected amount of \$369,970.29.

- **Discussion:** Ms. Kelly stated that there is a duplicate payment to the Solicitor listed which has been corrected. Ms. Ruiz-Smith asked for clarification on Check #4335. Ms. Ruiz-Smith asked where the transfer tax money that came in from the sales of Genco to FedEx building purchase was posted to with Ms. Kelly stating that it will be reflected in the Controller’s report now that Ms. Mills is back in the office. D. Pope asked for clarification on check #2020.
- **Vote:** All in favor, motion passes.

9. Other Business

Mr. Weimer made a motion second by Ms. Colgan to pay the invoice in the amount of \$1,000.00 to Bobette Stiff for the final payment on the Parks signs.

- **Discussion:** Ms. Colgan stated that the signs will be delivered on Thursday or Friday of this week and will be installed by DPW, stating they look the same as the EAC signs.
- **Vote:** All in favor, motion passes.

Ms. Weimer made a motion second by Mr. Lamantia to authorize sending a letter to the PA State Fire Academy to authorize a live burn at Coolbaugh Township VFC Station 1 on Laurel Drive June 16th and 17th, 2018 for training for the Tobyhanna Army Depot Fire Department and the Coolbaugh Township Volunteer Fire Company.

- **Discussion:** Ms. Ruiz-Smith stated that it is the same day as the Veterans Memorial Unveiling with Mr. Weimer stating that it will not affect the ceremony or the volunteers that will be in attendance from the Coolbaugh Township VFC. M. Fairservice stated that hopefully the smoke will not blow in the direction of the ceremony at the complex.
- **Vote:** All in favor, motion passes.

Ms. Colgan made a motion second by Ms. Kelly to authorize sending a letter of representation of the Board of Supervisors position that given the prior non-conforming sign on the property located at 254 Memorial Boulevard, Tobyhanna, and the proximity of the property to another gas station with a similar non-conforming sign, The Board of Supervisors are not opposed to a reasonable increase in the size of the sign, beyond the allowed 40 square feet, to a size deemed reasonable by the Zoning Hearing Board.

- **Discussion:** Ms. Ruiz-Smith stated that she is not in favor of this action as the Planning Commission worked hard on the Ordinances when they were revised and they were had a purpose.
- **Vote:** 4-1-0, motion passes. (Ms. Ruiz-Smith opposed)

➤ Mr. Lamantia stated that the PMREMS Roundup Fundraiser will be held on August 9, 2018.

- Ms. Kelly stated that she would like to make a clarification from a previous meeting regarding the changing of the water at the District Court stating that the Board agreed to purchase an additional water cooler and we will continue to change the water at both coolers since they were both purchased by the Township.

10. Board of Supervisors Executive Sessions

- **During:** Tuesday, May 29, 2018 from 5:30pm-7:00pm Re: Legal

11. 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 8:10pm pm.

NEXT REGULAR BOARD MEETING: Tuesday, June 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: _____