

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
TUESDAY, MAY 23, 2017
MEETING MINUTES

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, Juan Adams, and Alma I. Ruiz-Smith.

Board Members Absent:

None

Staff present:

Jerry Hanna, Solicitor

Maureen Mills, Business Manager/Controller

Staff Absent:

Erin Masker, Recording Secretary

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

- None.

2. Approval of Minutes/Notes

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve the minutes for May 2, 2017.

- Discussion: None
- Vote: 5-0-0, motion passed.

3. Monthly Reports

- *Pocono Mountain Regional Police Department- Presented by Mr. Adams.*
- *Pocono Mountain Regional EMS – Presented by M. Lumley.*
- *Coolbaugh Township VFD – Presented by T. Keane,*
 - *Discussion: Ms. Ruiz asked if the fire company applied for federal grants and Mr. Keane answered Yes.*
- *Gouldsboro VFD – Presented by Mr. Weimer.*
- *Pocono Summit VFD – Presented by A. Rich.*
- *Thornhurst Fire & Rescue Ambulance – Presented by D. Wagner, stating 1 member completed fire fighter 1, 1 member started EMT class and 1 member starting EMR. He also stated the bridge at arrowhead is 90% complete.*
- *Tobyhanna Township VFD – Presented by T. Counterman.*

- *Pocono Mountain Public Library – Presented by Ms. Kelly, noting that the Library is holding a "Dine to Donate" fundraiser on June 8, 2017, 8am - 8pm at Perkins restaurant.*

4. E911 Report

Code Enforcement Officer, Tomas Keane, presented the Board with the updated totals of properties in compliance as well as properties that are out of compliance along with a spreadsheet breaking down the violations.

- Discussion: Ms. Ruiz-Smith asked if the township requires signs for undeveloped property, Mr. Keane indicated we do not. Ms. Kelly asked what areas he will be working through this summer and Mr. Keane indicated he will be in Pocono Summit and A Pocono County Place.

5. Dangerous Structure Report

Ms. Kelly reviewed the current statuses of the dangerous structures in the Township,

- Discussion: Mr. Lamantia questioned why there has not been any progress on some of the properties since the last report especially since owners are known. Ms. Kelly stated that the zoning officer will send out an administrative letter regarding the status of 4145 Falcon Terrace. Ms. Ruiz-Smith stated that the time frame on the permit should be investigated before any action is taken. Mr. Keane stated that a notice of violation was sent, the owner obtained a demo permit and began some demolition, and any letters sent out is done so as a courtesy and not needed until the 5-year permit timeframe has expired.

Ms. Ruiz-Smith requested a column be added to the report indicating which community the structure is located in.

B. Sanford commented on the lack of progress on the structures compared to other townships which seem to progress much quicker. Mr. Weimer stated that we now have a better process in place, where the more current fire structures are being demolished and cleaned more quickly than in the past. B. Sanford also thanked the township for their efforts.

M. Miller indicated that there is an owner for 3122 Hamlet Dr. and asked if the current status is to go to court. Ms. Kelly stated that the zoning officer sent out a new notice of violation and proceeded to explain the timeframe process.

6. Request for Letter of Support from Tobyhanna Township

Mr. Weimer made a motion second by Mr. Adams to send a letter of support to Tobyhanna Township.

- Discussion: Mr. Ruiz-Smith suggested that we request Tobyhanna Township include the names of the supporting municipalities on their signage.
- Vote: 5-0-0, motion passed.

7. Letter from Pocono Summit Volunteer Fire Company requesting to put up temporary signs in the Township

Mr. Adams made a motion second by Mr. Weimer to approve Pocono Summit Volunteer Fire Company to hang bingo, festival, and other fundraising signs in the township and waive any fees.

- Discussion: Ms. Kelly asked if they would be temporary signs. Mr. Rich indicated they are temporary signs but looking to get a permanent sign in the future. Mr. Weimer advised that a

Pocono Summit VFD board member contact our zoning officer for the process of getting a permanent sign in place.

Vote: 5-0-0, motion passes.

8. Award Trash Hauling Bid for 2 years starting June 18, 2017

Mr. Weimer made a motion second by Ms. Kelly to award the bid to county waste for \$3,617.

- Discussion: Mr. Weimer explained the reasoning for not selecting Waste Management and J.P. Mascaro.
- Vote: 5-0-0 motion passes.

9. 12 Month Period for FMLA

Ms. Ruiz-Smith made a motion second by Mr. Weimer to go by a 12-month period from the anniversary date for FMLA.

- Discussion: Ms. Kelly and Mr. Adams stated that a calendar year, which is the option chosen by the Union, should be selected since one does not provide more advantage over the other. B. Sandford asked if it follows federal guidelines and if the township has checked with other townships practices.
- Vote: 3-2 (Ms. Kelly and Mr. Adams)-0, motion passes.

10. Controller Report

Ms. Mills presented the report as of April 30, 2017.

- Discussion: None

11. Current Obligations

• General Fund	\$	86,288.97
• Escrow Fund	\$	50,049.00
• Sewer Fund	\$	<u>14,872.72</u>
Total Disbursements	\$	151,210.69

Mr. Adams made a motion second by Mr. Weimer to pay the current obligations in the amount of \$151,210.69.

- Discussion: Ms. Ruiz-Smith asked for clarification on checks #7204, #7212, #7237 and #7232. She suggested that future flag purchased be priced at The Flag Store. The board also discussed attorney fee descriptions, engineer fees and the status of the 196 project.
- Vote: 5-0-0; motion passed.

12. Other Business

- Mr. Weimer answered a question from a prior meeting regarding the funds received from PennDOT for road maintenance, which was \$7,588.77 in 2016.
- Ms. Kelly made a motion second by Ms. Ruiz-Smith to extend the construction date to July 1, 2017 for the Walmart WWTP line project.
 - Discussion: None
 - Vote: 4-0-1 (Mr. Weimer abstained), motion passes.

- Ms. Kelly made a motion second by Ms. Ruiz-Smith to hire a temporary labor attorney Richard Goldberg.
 - Discussion: M. Fairservice asked what the hiring was regarding, Mr. Weimer indicated it was for an arbitration case regarding termination.
 - Vote: 5-0-0, motion passes.
- Mr. Lamantia stated that he will be meeting with Ms. Kelly and Mr. Keane on Friday, June 2, 2017 to work on a sample property maintenance ordinance.
- Mr. Weimer stated he is meeting with Ms. Ruiz-Smith & MCTA regarding a transport vehicle for Emergency Management.
- Mr. Weimer explained what constitutes a nuisance alarm and stated how Coolbaugh Township VFD is working with the police department to send citations to frequent violators. He then explained the fines associated with the violations.
- Mr. Weimer informed the board that due to tax monies being collected, they will start seeing DPW budgeted items coming before the board to be voted on.

13. Board of Supervisors Executive Sessions

- Prior – May 23, 2017 at 6:00pm to 6:58 RE: Personnel & Legal

14. Adjournment

There being no further business, a motion was made by Ms. Ruiz-Smith, seconded by Mr. Adams to adjourn the meeting. 5-0-0; motion passed.

Meeting adjourned at 7:57 pm.

NEXT REGULAR BOARD MEETING: Tuesday, June 6, 2017 at the Coolbaugh Township Municipal Office meeting room.

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

Submitted by: Maureen Mills

Reviewed by: _____
Lynn Kelly, Township Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____