

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 15, 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, and Alma I. Ruiz-Smith

Board Members absent:

Anthony Lamantia

Staff present:

Jerry Hanna, Solicitor, Erin Masker, Recording Secretary and Maureen Mills, Controller

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 questioned if we receive a number as far as how many deer are picked up for the \$2000.00 that we are paying per year. D. Pope also said Great Job on the cleanup of the Main Street property.

2. Approval of minutes / notes : November 1, 2016 and November 7, 2016

Ms. Ruiz-Smith made a motion, seconded by Mr. Adams to approve the regular meeting minutes of November 1, 2016 with a spelling correction which had already been corrected.

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

Ms. Kelly made a motion second by Mr. Adams to approve the meeting minutes of November 7, 2016 as presented.

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

3. Monthly Reports

- **Pocono Mountain Regional Police Department-** No report was available as the meeting is being held on November 16, 2016.
- **Pocono Mountain Regional EMS-** Presented by M. Lemley. M. Lemley asked Ms. Huffbauer to speak about the PMREMS newsletter that is available to the public. J. Huffbauer asked the Board for permission to pass around a signup sheet for anyone that wishes to receive the newsletter which comes via email. D. Pope questioned why PMREMS are going to Pocono Township again.
- **Coolbaugh Township VFD-** Presented by Chief Ambrogio. Chief Ambrogio also stated that there are still issues with the dispatching being handled at county and there have been calls that the fire company should have been called out to and were not. This is an issue that needs to be addressed. Mr. Adams stated that the fire company does not want to be called out for everything especially due to the recruitment and retention issues. Ms. Ruiz-Smith asked if there are monthly meetings at the county level for fire companies to attend and asked if this has been brought to their attention. Mr. Ambrogio stated that he will bring it to the floor at the meeting.
- **Gouldsboro VFD-** Presented by Mr. Weimer
- **Pocono Summit VFD-** Presented by A. Rich
- **Thornhurst Fire & Rescue Ambulance-** Presented by Mr. Weimer. Fire Chief Wagner and Fire Company President were in attendance and Ms. Ruiz-Smith stated that it is nice to see them in attendance as she has not seen them since the beginning of the year. Chief Wagner stated that he is going to try to make more of the meetings to represent the fire company.
- **Tobyhanna Township VFD-** Presented by E. Tutrone. Mr. Weimer stated that there needs to be a process in place for other fire companies to follow in order to make Coolbaugh Township Zoning Officer, Joe Brady aware that there was a fire in our Township so that he can follow up on it. E. Tutrone stated that he has no problem contacting the Township following a fire with the necessary information as they do the same in Tobyhanna Twp.

- **Pocono Mountain Public Library-** Presented by A. Shincovich, stating that the library has a new cataloging system available online for patrons. The library's upcoming holiday fest that they partner with the historical society on will be held on Saturday December 3, 2016 with live music and Santa in attendance. A. Shincovich thanked the Board for putting out the decorations for the event.

4. Authorization to Advertise the following:

- **Notice of vacancies on various boards, commissions and council**
- **Notice to Residents- Any vehicle left on Township Right of Way during periods of ice or snow removal will be towed at owner's expense.**

Ms. Kelly made a motion second by Ms. Ruiz-Smith to advertise the notice of vacancies on various boards, commissions and councils to be appointed at the 2017 reorganizational meeting as well as the Notice to residents regarding vehicles parking in right of ways during ice or snow removal.

- **Discussion:** D. Pope stated that there is a house at the end of Pope Rd. that are always parking in the right of way that Mr. Weimer may want to speak to before the bad weather and it becomes an issue.
- **Vote:** All in favor, motion passes.

5. Authorization to Advertise Budget Work Session on November 20, 2016 at 10:00am

Ms. Ruiz-Smith made a motion second by Mr. Adams to advertise the November 20, 2016, 10:00am budget work session.

- **Discussion:** Ms. Kelly asked if there is a need for any additional meetings.
- **Vote:** All in favor, motion passes.

6. Authorization to Advertise Public Inspection of the 2017 Proposed Budget

Mr. Adams made a motion second by Ms. Kelly to authorize the advertisement for public inspection of the 2017 proposed budget pending finished budget with dates to be determined.

- **Discussion:** Ms. Ruiz-Smith questioned the dates of publication listed on the memo.
- **Vote:** All in favor, motion passes.

7. Thornhurst Volunteer VFC Request for disbursement of millage

Mr. Weimer made a motion second by Mr. Adams to authorize the release of millage funds in the amount of \$30,600.00 to Thornhurst Volunteer Fire Co. for the assistance in the purchase of the air cascade system to refill their firefighter air packs and dive equipment.

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

8. Controller Report

Ms. Mills presented the report as of October 31, 2016.

Ms. Ruiz-Smith stated that she attended the Monroe County Township Officials meeting, and PSATS Dave Sanko was there and stated that all municipalities pay money to the State Police even if they have their own police departments. Ms. Ruiz-Smith asked if there is a line item for this. Solicitor Hanna stated that he has not heard of that and that he would have to look into it. It could possibly be a tax that is paid through the residents of the community but not from the Township government directly.

9. Current Obligations

• General Fund	\$	110,595.78
• Sewer Fund	\$	12,436.98
• Escrow Fund	\$	<u>0.00</u>
Total Disbursements	\$	123,032.76

Mr. Adams made a motion second by Ms. Ruiz-Smith to pay the current obligations in the amount.

- **Discussion:** D. Pope asked what Spectator Recreation is.
- **Vote:** All in favor, motion passes.

10. Other Businesses

Mr. Weimer made a motion second by Ms. Kelly to approve the lot consolidation plan for lots 1 & 10, Block A-62, Section 11 in Arrowhead Lakes, property owner-Evelyn M. Marin

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

Mr. Weimer made a motion second by Mr. Adams to approve the request for a waiver of the 100' outer buffer submitted by Baby Bruno's.

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

- Ms. Ruiz-Smith stated that at the Township Officials meeting she received information regarding the county wide assessment that she would like to have placed on the Township website for the knowledge and safety of the residents.
- Ms. Ruiz-Smith stated that at the Pocono Medical Center Veterans day ceremony she attended she received a mat that she would like to have hung up when we have the Veteran's memorial. Ms. Ruiz-Smith also attended the VFW Post #509 Veterans day ceremony where she spoke to the Ladies auxiliary and they stated that they are available to provide any help to H. Smith and D. Pope on the veterans memorial that they are working on for the Township. Ms. Ruiz-Smith stated that we should have a veteran's wall in Building #2 to honor the veterans, to include a board for their names and rank to be added to it.
- Ms. Ruiz-Smith stated Dave Sanko attended the meeting she attended and advised that if no one steps up to fill the vacant seat on the Board of Auditors due to the passing of Mr. Ferguson that there are companies that it can be advertised outside of the community and that there are also companies that can be hired to fill the position. PSATS can provide additional information if needed.
- Ms. Ruiz-Smith stated that she and Mr. Weimer have had conversation regarding the property across from the Army Depot and she has made contact with Congressman Cartwright's office that will make contact with Frank Zardecki at the depot to see if it is possible to discuss that land.
 - **Discussion:** M. Fairservice stated that they have already been told that land has been offered to the reserves.
- Mr. Weimer stated that leaf pickup is going well and that pickup will continue until it starts snowing.
- Mr. Weimer stated that there have been issues with people posting on social media about service requests that are being submitted but not being addressed by the Township. If anyone has any issues, please speak to the Board of Supervisors so that it can be resolved.
- Mr. Weimer thanked DPW and Coolbaugh Township Volunteer Fire Co. for their assistance with traffic control on Election Day, stating that they did a great job keeping everyone moving.
- Mr. Weimer stated that Main Street property cleanup will begin tomorrow and thanked T. Keane, J. Brady, Ms. Kelly and Solicitor Hanna for staying on top of it.

11. Board of Supervisors Executive Sessions

- **Prior:** Monday, November 7, 2016 from 7:35pm-9:07pm Re: Personnel
- **Prior:** Tuesday, November 15, 2016 from 6:05pm-6:54pm Re: Personnel

12. Adjournment

There being no further business, a motion was made by Mr. Adams second by Ms. Kelly to adjourn.

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

Meeting adjourned at 8:07pm.

NEXT REGULAR BOARD MEETING: Tuesday, December 6, 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: _____