

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

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

Board Members absent:

Anthony Lamantia

Staff present:

John Rice, Solicitor, Erin Masker, Township Secretary and Meredith Thompson, Asst. Business Manager

Staff absent:

None

The Board began their meeting with the Annual Veterans Day Ceremony presented by VFW Post #509 and VFW Post #3448 which was opened by the Chaplain with a prayer and VFW Post Commander Piller and Commander Kearney speaking.

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 is still parking occurring on the Main Street side and 611 side of the restaurant on 611.
- D. Pope stated that there are dilapidated signs on 611 for Arcadia that need to be picked up.
- D. Pope stated that he is still having an issue with the bears getting into his neighbors garbage and they are not cleaning it up, wanting to know if that is considered littering and who would fine them.
- A gentleman that did not state his name asked if the new pipes that were installed on Little Billy Lane are going to maintain water runoff and asked if the logs that are there will be removed.
- M. Fairservice thanked the Board and for the VFW ceremony.

2. Approval of minutes / notes : October 11, 2018 Budget Meeting, October 16, 2018 Regular Meeting Minutes and October 25, 2018 Budget Meeting Minutes

Ms. Kelly made a motion second by Ms. Colgan to approve the budget meeting minutes from October 11, 2018 as written.

- **Discussion:** None
- **Vote:** 3-0-1, motion passes. (Ms. Ruiz-Smith abstained)

Ms. Kelly made a motion second by Ms. Colgan to approve the regular meeting minutes from October 16, 2018 as written.

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

Ms. Kelly made a motion second by Ms. Colgan to approve the budget meeting minutes from October 25, 2018 as written.

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

3. WWTP Removal and Installation of the Left and Right Side Gear Boxes

Ms. Colgan made a motion second by Mr. Weimer to table this agenda item.

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

4. Attendance Report of Planning Commission, Parks and Recreation and Environmental Advisory Council

Mr. Weimer stated that he requested attendance records from each of the commissions as he has been made aware that there are attendance issues which are making it hard to make quorum. Mr. Weimer stated that the Planning Commission is getting paid whether they have a meeting as well as getting paid for not attending meetings. He would like the Board to discuss changing this so. Ms. Colgan asked about removing a member that has missed 75% of the annual meetings and changing the Parks and Recreation Commission from a seven member to a five member commission.

- **Discussion:** Solicitor Rice stated that we would need to look at the Ordinance to see what it says before being able to make any changes, stating that it is harder to remove members and would have to be for malfeasance, misfeasance or nonfeasance. He stated that would have to be discussed. Solicitor Rice stated that the commission could write qualifications which would be included in the ordinance as far as what members need to do to qualify to be a member.

5. Update on Ryan's Road and Route 196 Issue

Mr. Weimer stated that he received multiple calls regarding the hump on Route 196 and Ryan's Road and stated that he went out there on Friday to discuss the issue with the engineer and contractor stating that this issue will be resolved as the project moves forward. Mr. Weimer stated that the pitch of the road is correct according to PennDot specs and that this will also help to resolve the water runoff issues. This issue should be resolved by the middle of November at the latest.

6. Authorization to Advertise the Public Hearing scheduled for December 4, 2018 at 6:30pm for Zoning Ordinance Amendments pertaining to:

- Adding Travel Plazas as a Permitted Use in the Industrial Zoned Areas
- Zoning Map Amendment for Property Tax ID #03/6/1/8-1 owned by the Pocono Mountain Municipal Airport Authority to change from a C-2 to Industrial Zoned Property
- Changing the Parks and Recreation Membership from 7 members to 5 members

Ms. Ruiz-Smith made a motion second by Mr. Weimer to approve the authorization to advertise the Public Hearing for December 4, 2018 at 6:30pm for Zoning Ordinance Amendments pertaining to Adding Travel Plazas as a Permitted Use in the Industrial Zoned Areas, Zoning Map Amendment for Property Tax ID #03/6/1/8-1 owned by the Pocono Mountain Municipal Airport Authority to change from a C-2 to Industrial Zoned Property and Changing the Parks and Recreation Membership from 7 members to 5 members

- **Discussion:** J. Davis was in attendance and stated that he was made aware of the zoning change to the property that is near his property and stated that he would like to Board to consider allowing him to change his zoning from C-2 to Industrial as well. J. Davis stated that he will submit his application to the Township in order to start the process.
- **Vote:** All in favor, motion passes.

7. Authorization to Advertise 2019 Township Shred Event Dates- Proposed May 18, 2019 and October 5, 2019
Ms. Ruiz-Smith made a motion second by Ms. Colgan to authorize the advertisement of the 2019 Shred Event Dates of May 18, 2018 and October 5, 2019.

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

8. 2019 Proposed Bulk Drop Off Dates

- Friday, April 5th and Saturday, April 6th , 2019
- Friday, June 7th and Saturday, June 8th , 2019
- Friday, August 2nd and Saturday, August 3rd, 2019
- Friday, October 4th and Saturday, October 5th , 2019

Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize the advertisement of the 2019 Bulk Drop Off dates of Friday, April 5th, Saturday, April 6th , 2019, Friday, June 7th, Saturday, June 8th , 2019, Friday, August 2nd, Saturday, August 3rd, 2019, Friday, October 4th and Saturday, October 5th, 2019.

- **Discussion:** Ms. Ruiz-Smith asked how many DPW workers will be scheduled on the drop off dates being advised by Mr. Weimer that there will be six DPW workers and one staff.
- **Vote:** All in favor, motion passes.

9. 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. Colgan made a motion second by Ms. Kelly to authorize the advertisements for vacancies on various boards, commissions and council and 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.

- **Discussion:** Ms. Ruiz-Smith asked when these advertisements will be published being advised by Ms. Masker that they will be published next week.
- **Vote:** All in favor, motion passes.

10. Resolution #09-2018: Approval of the 2019 Budget for Pocono Mountain Regional Police Budget

Mr. Weimer made a motion second Ms. Kelly to approve resolution #09-2018: Approval of the 2019 Budget for the Pocono Mountain Regional Police Budget.

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

11. Current Obligations

• General Fund	\$	479,526.27
• Sewer Fund	\$	25,066.99
• Escrow Fund	\$	<u>3,698.58</u>
Total Disbursements	\$	508,291.84

Ms. Ruiz-Smith made a motion second by Ms. Kelly to pay our current obligations in the amount of \$508,291.84.

- **Discussion:** Ms. Ruiz-Smith asked for clarification on checks #4807 and #4815. M. Fairservice asked for clarification on check #4821.
- **Vote:** All in favor, motion passes.

12. Solicitor Comments

Solicitor Rice stated he had no comment.

13. Other Business

- Mr. Weimer stated that Coolbaugh Township was awarded a recycling grant in the amount of \$301,707.00 to purchase a new leaf truck and a new leaf box.
 - **Discussion:** M. Fairservice asked if the Township will have to pay anything towards it as they are usually not funded 100%. Mr. Weimer stated that he will check with Ms. Mills.
- Ms. Ruiz-Smith stated that the fee that we pay to Monroe County Safety Center is calculated based on a per capita fee of \$4.38 per resident based on the 2010 census.
- Ms. Ruiz-Smith asked if the Township has a \$500.00 reward for people that turn in litter bugs stating that she believed they did in the past and she has been contacted by someone that has information on someone that litters and she would like Ms. Mills to let her know if this is still available.
 - **Discussion:** Ms. Colgan stated that there used to be a state funded award program for information leading to litter bugs. Ms. Kelly stated that if the Township had a program like that it would be budgeted in our annual budget.
- Ms. Ruiz-Smith asked if a letter was sent to Anderson Masonry being advised that it was and it will be forwarded to her.
- Ms. Ruiz-Smith questioned the minutes from an October meeting when Ms. Kelly stated that the building number two project should be handled by Ms. Mills stating that she is the facilities liaison and stating that she should be informed about the projects as well. Discussion ensued about liaison positions and duties that are entailed with the positions.

14. 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 8:10 pm.

NEXT REGULAR BOARD MEETING: Tuesday, November 20, 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: _____