

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**TUESDAY, OCTOBER 3, 2017**  
**MEETING MINUTES**

The meeting was called to order by Chairman William Weimer at 7:00PM in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

William Weimer, Anthony Lamantia, Lynn Kelly and Alma I. Ruiz-Smith.

**Board Members Absent:**

Juan Adams

**Staff present:**

Jerry Hanna, Solicitor and Erin Masker, Recording Secretary

**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.
- When speaking please state your name and the community or city that you live in.

1. **Public Input**

- R. Hettler asked about the status of the Route 196 project.
- C. Colgan thanked everyone that came out and participated in the Touch a Truck event stating that it was very successful and that the comments that have been received indicate that people are looking forward to the event again next year.
- M. Fairservice asked the Police Commission Representatives to ask the commission why there was no representation at the Coolbaugh Event, stating that there were two officers at the Mount Pocono Harvest Festival.
- C. Colgan stated that the pumpkins are ordered for Ghoulbough which will be held on Saturday October 28<sup>th</sup>, 2017 from 1-3pm at the Park.

2. **Approval of Minutes/Notes**

*Ms. Ruiz-Smith made a motion second by Ms. Kelly to approve the minutes from the September 14, 2017 Budget Meeting as presented.*

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

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the minutes from the September 19, 2017 Meeting as presented.*

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

3. Minimum Municipal Obligation for 2018 Township Non-Union Pension

*Ms. Kelly made a motion second by Mr. Weimer to approve the Township MMO for 2018 in the amount of \$65,914.97.*

- **Discussion:** Ms. Kelly stated that the MMO is based off wages paid in 2017.
- **Vote:** All in favor motion passes.

4. Halloween Trick or Treat Times

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to set Trick or Treat for Tuesday, October 31, 2017 from 5pm-8pm.*

- **Discussion:** Mr. Lamantia suggested setting a curfew for October 30, 2017 for individuals under the age of 18.
- **Vote:** All in favor, motion passed.

*Mr. Lamantia made a motion to advertise a curfew for all individuals under the age of 18 stating they must be off the streets by 8:00pm on Monday, October 30, 2017.*

*\*Motion failed due to lack of a second.\**

5. Resolution 11-2017: Authorization for Signer on PennDot Winter Maintenance Agreement

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize Chairman Weimer as the designated signer for the PennDot Winter Maintenance Agreement.*

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

6. Authorization to Publish Advertisement for Anti-Skid Bid

*Ms. Ruiz-Smith made a motion second by Ms. Kelly to authorize the publishing of the anti-skid bid for contract period 11/15/2017-12/31/2018.*

- **Discussion:** Ms. Ruiz-Smith stated that the COG advised the municipalities to bid these out separately due to the bids that they received not being accepted.
- **Vote:** All in favor, motion passes.

7. Declaration of October as National Domestic Violence Awareness Month

*Ms. Ruiz-Smith made the motion to approve the proclamation for October being recognized as National Domestic Violence Awareness Month and present it to Women's Resources at their Candlelight Event on Wednesday, October 4, 2017 at 6:00pm.*

- **Discussion:** Ms. Ruiz-Smith stated that the event is open to the public and that she will be in attendance to present the proclamation.
- **Vote:** All in favor, motion passes.

8. Parks and Recreation Requests:

- Request for DPW to Remove Trees on Route 423 by the Basketball Court to accommodate a Regulation Size Basketball Court, Playground and Additional Parking.

*Mr. Weimer made a motion second by Mr. Lamantia to authorize DPW to remove trees on Route 423 by the basketball court to accommodate a regulation size basketball court, additional parking and a playground.*

- **Discussion:** Ms. Kelly asked when the court will be done with Mr. Weimer stating in the spring of 2018. Ms. Kelly requested that Township Engineer, Russ Kresge be brought in on the project to determine if there are any water issues in the area of the proposed project.
- **Vote:** All in favor, motion passes.

- Purchase Movie Equipment and Licensing not to exceed \$2,300.00

*Mr. Weimer made a motion second by Mr. Lamantia to authorize the purchase of the movie equipment and licensing in an amount not to exceed \$2,300.00.*

- **Discussion:** Ms. Kelly asked what the commission will be doing with the 9' screen since they are purchasing an additional 17' inflatable screen stating that the township would be able to use it as well as the projector for in house purposes as we are currently borrowing these items for presentations. Ms. Masker requested that the approved amount be increased to \$2,400.00 as that would cover the entire purchase including the additional screen. Ms. Ruiz-Smith stated that a representative from Tobyhanna Twp. stated that their last movie in the park was not successful and asked if the commission has any history on these events. C. Colgan stated that the track record throughout the state is that they start out slow and continue to grow. R. Hettler asked if the projector will accommodate a larger screen.

*Mr. Weimer amended his motion and Mr. Lamantia his second to increase the approved amount to \$2,400.00.*

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

- Purchase of Basketball Poles, Backboards and Hoops

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to purchase two of the 5' Gooseneck Basketball System at a cost not to exceed \$2,300.00.*

- **Discussion:** Ms. Ruiz-Smith asked if these will be installed by DPW with Mr. Weimer stating that they will be.
- **Vote:** All in favor, motion passes.

9. **Parks and Recreation Request to Re-Allocate funds for the Construction of a Regulation Size Basketball Court and Playground.**

Mr. Lamantia made a motion second by Mr. Weimer to authorize the request to reallocate remaining funds from the 2017 budget to the 2018 budget for Parks and Recreation for the purpose of constructing a regulation size basketball court.

- **Discussion:** Mr. Weimer stated that the parks commission has \$25,000.00 in their budget for land acquisition which will not be used and \$17,000.00 in their budget for engineering that will not be used. These are the funds that are being requested to carryover for this project. This project would include the cost for lighting, paving, and line painting as the hoops/poles and backboards have already been authorized to be purchased this year.
- **Vote:** All in favor, motion passes.

10. Parks and Recreation Commission Recommendation of CSA Multi-Purpose Field Usage

Ms. Ruiz-Smith made a motion second by Mr. Weimer to approve the request from CSA to use the multi-purpose field on Saturday October 7, 14, and 21, 2017. Usage for Saturday October 28, 2017 is being denied due to the Parks and Recreation event at the park on that date.

- **Discussion:** Ms. Ruiz-Smith suggested that they request an alternate date for the one that is being denied.
- **Vote:** All in favor, motion passes.

11. Pocono Mountain Economic Development Corp. Request for LSA Grant Letters of Support

- **PMCC South Infrastructure Construction – LSA Request \$781,326**

- Construction road, water/sewer line and extend natural gas line at Bensinger Court to serve Lots 24, 26 & 27

*Ms. Ruiz-Smith made a motion second by Ms. Kelly to issue a letter of support for the PMEDC for their grant request in the amount of \$781,326.00 for Infrastructure Construction*

- **Discussion:** R. Hettler asked for clarification on what LSA and PMCC stand for
- **Vote:** All in favor, motion passes

- **PMCC South WWTF Upgrades – LSA Request \$289,800**

- Make necessary upgrades to the pre-treatment plant at PMCC South

*Ms. Ruiz-Smith made a motion second by Ms. Kelly to issue a letter of support to the PMEDC for their grant request in the amount of \$289,800.00 for the PMCC South WWTF upgrades.*

- **Discussion:** Ms. Ruiz-Smith is disappointed that there are no representatives in attendance to ask questions of but would like an email sent to ask if this project will make the park independent from the Mount Pocono Waste Authority as it states in the description that they currently use their facility.
- **Vote:** All in favor, motion passes.

- **PMCC East Upgrades – LSA Request \$33,810**

- Make required repairs to the WWTP at PMCC East

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to issue a letter of support to the PMEDC for their grant request in the amount of \$33,810 for the PMCC East Upgrades.*

- **Discussion:** Ms. Ruiz-Smith would like to ask that a representative from the PMEDC attend a future Supervisor meeting and give the Board a description on how the Industrial Park is being marketed. Ms. Ruiz-Smith asked if the proposed road work on Bensinger Court that the PMEDC is suggesting doing will interfere with the paving project that was just done in the Industrial Park.
- **Vote:** All in favor, motion passed.

## 12. Current Obligations

• General Fund	\$	409,597.52
• Gouldsboro VFC Fire Tax	\$	75,000.00
• Sewer Fund	\$	<u>6,845.32</u>
Total Disbursements	\$	491,442.84

Ms. Kelly made a motion second by Mr. Lamantia to pay our current obligations in the amount of \$491,442.84.

- **Discussion:** Ms. Ruiz-Smith asked what will happen to the \$40,000.00 in the escrow account for Pocono Summit VFC Now that they are no longer in service. Mr. Weimer responded that he would suggest leaving it there until the end of the year as there are still legal issues that are unresolved.
- **Vote:** All in favor; motion passed.

## 13. Other business

- Mr. Lamantia stated that the committee is scheduling more meetings to work on the Ordinance reviews.
- Ms. Ruiz-Smith requested that "Watch Children" and "Slow" signs be installed near the property located on Lexington Avenue for small children that play in that area.
- Mr. Weimer stated that he will be engaging our Township Engineer to look at a bridge located in Pocono Summit Lakes near Broadway that is unsafe.
- Mr. Weimer thanked Ms. Mills and the crew at the Township for their work on the safety committee stating that we have a good committee of Township workers and Coolbaugh Twp. VFC members stating that the first training session took place today. The work of this committee will help the township to save money on our workers compensation insurance.
- Mr. Weimer thanked Ms. Masker and Mr. Keane for their hard work on the Emergency Management Committee stating that we held a meeting last month and we had a group of 30 people that are interested in completing the training so that we can set up committees to assist residents in case of an emergency situation.
- Ms. Ruiz-Smith asked if the Municipal Building will be addressed with regard to safety precautions and procedures. Mr. Weimer stated that we are currently looking into bullet proof glass and a camera system. Ms. Ruiz-Smith suggested asking Chief Wagner to come in and assess the building to make suggestions to help with this safety and security process.

## 14. Board of Supervisors Executive Sessions

- Prior: Tuesday, October 3, 2017 from 6:00pm-6:55pm Re: Legal & Personnel

## 15. Adjournment

There being no further business, a motion was made by Mr. Lamantia second by Ms. Ruiz-Smith to adjourn the meeting. All in favor; motion passed.

Meeting adjourned at 7:58pm.

NEXT REGULAR BOARD MEETING: Tuesday, October 17, 2017 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: \_\_\_\_\_