

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES**

October 6, 2015

The meeting was called to order by Chairman William Weimer at 7:05 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 Robert M. Zito

Board Members absent:

Fred Pope

Staff present:

Jerry Hanna, Solicitor, 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.

1. Public input

- C. Colgan stated that Ghoulbaugh will be held on Saturday October 31, 2015 from 1-4pm and the Supervisors should have received their invitations this evening. She ordered the pumpkins and she hopes to see the Supervisors there. She also stated that there is an Eagle Scout that will not be receiving his badge because she will not sign off on the project as it was not completed in a timely manner.

2. Approval of minutes

Ms. Kelly made a motion, seconded by Mr. Weimer to approve the minutes of the September 15, 2015 regular meeting.

- **Discussion:** Mr. Zito stated that he would like his opposed vote on item #11 to reflect his reasoning. Motion was amended to include this comment.
- **Vote:** All in favor, motion passes.

3. Hiring of CPA for LSA Grant Closeout – Coolbaugh Twp. Volunteer Fire Co.

Motion made by Mr. Weimer and seconded by Mr. Adams to engage Todd Bushta to close out the grant for Coolbaugh Township Fire Company and bill the Coolbaugh Township Fire Company.

- **Discussion:** Mr. Zito asked if we have an idea of the cost for the audit, not that it should matter since it is coming out of the fire company. Cost is unknown at this point but Mr. Weimer specified that there is the ability to apply for up to \$1,000.00 from the LSA grant to help with the cost.
- **Vote:** All in favor, motion passes.

4. Authorization to Purchase a 2016- 7400 SFA 4x2 International Truck with Body

Mr. Weimer stated that he spoke to DPW as well as Five Star when making the decision and believes that this is the best option. Findings were that the issues that were incurred which delayed the purchase originally were geared more toward over the road trucks and not Municipality used trucks.

Motion made by Mr. Weimer and seconded by Ms. Kelly to authorize the purchase of the 2016- 7400 SFA 4x2 International Truck with Body at a cost of \$138,247.00.

- **Discussion:** D. Pope asked why we are not purchasing a Mack Truck as they are the best truck out there, stating they may be a little more expensive but that they will last twice as long and it would be worth the money. H. Smith asked about the specifications of the truck stating the he believes there is a typo in the description.
- **Vote:** All in favor, motion passes.

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5. Emergency Management Coordination Funding

Mr. Weimer discussed the meeting that was held with members of the community that are interested in being a part of the Emergency Management Coordination Team in Coolbaugh Township and stated that some of their main concerns were that they are provided with training and the supplies necessary to complete that tasks that they are going to be trained to handle. Therefore, EMC would like to request funding for the cost of backpacks with supplies included at the cost of 29.95 per bag, lanyards to hold their identification badges for identification and access during emergency situations, as well as AED training which was training that many were interested in.

Mr. Weimer made a motion seconded by Mr. Zito to cover the cost of the AED training and the requested supplies from the Emergency Management Fund not to exceed \$1,300.00.

- **Discussion:** D. Pope asked Mr. Weimer if he ever got the foam trailer and was told no that he was required to get three estimates and that there are only a couple companies that make the trailers, so we were not able to move forward on getting it.
- **Vote:** All in favor, motion passes.

6. Release of 2015 Remaining Donations

Mr. Weimer reviewed the list of outstanding donations that still remain to be paid out:

- Fire Company Capital Contracts totaling \$59,500.00
- Donations to other organizations totaling \$23,700.00

Motion made by Mr. Zito and seconded by Mr. Adams to release the 2015 remaining donations as presented in the total amount of \$83,200.00.

- **Discussion:** M. Fairservice stated that when she filed a Right to Know request regarding the \$9,500.00 annual donation to the Coolbaugh Township Volunteer Fire Company for the roof replacement that she was advised that there is no record of this agreement or supporting documents pertaining to this item.
- **Vote:** All in favor, motion passes.

7. Advertising of Trick or Treating

Ms. Kelly stated that voting had taken place at the last meeting of the Supervisors to hold Trick or Treating on October 31, 2015 from 5-8pm, but that it was never decided if and where we would advertise it. Discussion ensued and the consensus of the Board was that we would advertise on the Community Bulletin Board on the news, the Journal and the Pocono Record if they are offering a free advertisement within an article, as well as through our contacts from the Homeowner Associations. We will not be doing any paid advertising.

8. Future Budget Work Session Dates

Ms. Kelly reviewed that there are three Thursdays left for the scheduled budget work sessions and that she wanted to verify that these dates still worked for everyone as it has been hard to get a quorum at the past work sessions for the budget and she wants to be sure that moving forward we will be able to get on track with what needs to be accomplished by the dates that are set forth. Mr. Weimer stated that he will not be here for the October 22, 2015 work session as he will be out of town. Mr. Zito stated that he has some conflict with two of the upcoming work sessions that he will not be able to attend. Mr. Zito suggested to add Sunday November 15, 2015 at 8:00am as an additional date that will be used if they are not as far along as needed by the end of October which will leave enough time for the date to be advertised.

Mr. Weimer made a motion seconded by Mr. Zito to add Sunday November 15, 2015 at 8:00am as an additional date that will be used if they are not as far along as needed by the end of October which will leave enough time for the date to be advertised.

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

9. **2016 Police Budget Review, Police Hours & Commitment**

Mr. Zito made a motion second by Ms. Kelly for approval of the same dollar amount commitment as last year to the Pocono Mountain Regional Police Commission.

- **Discussion:** Mr. Adams stated that after leaving the Budget Work Session he had given the issue some more thought and decided that he doesn't agree with going with the same amount as last year and feels that we should allocate more funding and more hours to the PMRPC so that we do not fall short on patrol time throughout the year due to the population and number of incidents within our Township. . H. Smith stated that he sat on a committee last year and they came up with other scenarios which were thrown out the window H. Smith asked Mr. Adams what he feels we are getting that is any better, we don't have patrol time. Ms. Kelly reviewed the legal issues which are still pending, stating that is where we are currently. Mr. Adams responded that this refers to police service not the lawsuits, and due to our need of police service and population, we need to make up the amount so we don't fall behind, he would rather the Township have enough hours and money so we are not in the negative. Mr. Zito stated that he received an email from a reliable source stating that there was an 11.5 hour standoff in Barrett Township and he is curious to see how much time they are billed for. Mr. Zito stated there are still enough questions that we do not have to give carte blanche. D. Eckles stated that maybe we could allocate an escrow account in case we fall short we will have the funds to accommodate any changes to our allocation of hours through. Mr. Zito stated that there is a rainy day fund that we would be able to pull the funds from if it is needed. D. Pope also asked if it is ok with the Board that he shares this information with the budget committee when they meet this week, and the Board stated that is fine. Mr. Adams stated that if there are not enough funds allocated for the year when the budget is prepared, that the police department will lay off officers. P. Volpe asked Mr. Adams if he is saying that if we pay for the month and have four days left but no hours left that they will not respond? Mr. Adams replied that they will respond for incidents that they are called for, but we will not have any patrol hours. D. Pope stated that he asked the PMRPC about the schedule of officers that are allocated in Coolbaugh Twp. and was told that they do not produce weekly schedules so to ensure the safety of the officers. Mr. Zito stated that is fine but once the time has passed they could release it so that we could see when we are allocated officers and how many. Mr. Weimer stated he does not need names just numbers at any given time in Coolbaugh, he has heard from multiple sources that there are two or less officers on at night. D. Pope advised the Board that when we are up on investigations, our patrol hours are cut. B. Sanford stated that the reports that are issued monthly has the hours allotted based on the incidents, no matter how much money you give it will not guarantee how much patrol time you will have.
- **Vote:** (3-1-0)- Mr. Adams against

Ms. Kelly discussed her concerns with the MMO's for the Pensions that were presented one being for the Barrett Portion of the pension, one being for the Regional Police portion of the pension and one being for the non-uniformed (administrative) part of the pension, stating the following questions she would like to see answered:

- We received a 2015 budget revision for the police department after Barrett joined- Did the PMRPC vote to pass the budget? If so, when?
- 2016 MMO's- Why does Barrett MMO include all of 2015 wages when they joined regional in July 2015?
- Barrett is listed to pay their percent of the 2015 pensions for PMRP officers plan, Barrett Officers plan and the non-uniformed (administrative) plan totaling: \$19,017.02 (Barrett's payment amount), when Barrett's officers plan is \$48,236.00, therefore they are saving \$29,218.98.

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10. Current Obligations

• General Fund	\$ 309,809.09
• Sewer Fund	\$ 12,590.26
• Capital Projects Fund	\$ 0.00
• Emergency Services Fund	\$ 0.00
• Liquid Fuels Fund	\$ 0.00
• Escrow Fund	\$ 52,115.84
Total Disbursements	\$ 374,515.19

Ms. Kelly made a motion second by Mr. Weimer to pay the current obligations in the amount of \$374,515.19.

- **Discussion:** D. Pope questioned the signs that were purchased from Red Diamond as he was under the impression that after the last meeting it was going to be put out for bid. Mr. Weimer stated that these signs were already ordered before the last meeting and the next purchase for signs will receive a couple of estimates.
- **Vote:** All in favor, motion passes.

11. Other Business

Mr. Weimer made a motion second by Ms. Kelly to approve the form Settlement Agreement and Release and Quitclaim Deed as presented and authorize the execution of the Settlement Agreement and Release and acceptance of the executed Quitclaim Deed from PMSD, all in settlement of Pocono Mountain School District V. Coolbaugh Township and Coolbaugh Township Municipal Authority, No. 3018-CV-2015.

- **Discussion:** Ms. Kelly stated that the motion accomplishes the following: to end the current agreement between the PMSD and Coolbaugh Township regarding the Waste Water Treatment Plant.
- **Vote:** All in favor, motion passes.

12. Board of Supervisors Executive Sessions

- Held Prior- Tuesday October 6, 2015 at 6:45pm Re: Legal
- Held Subsequent- Tuesday October 6, 2015 at 8:15pm-9:40pm Re: Personnel

13. Adjournment

There being no further business, a motion was made by Mr. Adams, seconded by Mr. Weimer to adjourn the meeting. All in favor, motion passed. Meeting adjourned at 8:04pm.

NEXT REGULAR BOARD MEETING: Tuesday, October 20, 2015 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: _____
Juan Adams, Vice Chairman

Date: _____