

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**TUESDAY, SEPTEMBER 5, 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**

- D. Pope presented the Board with a sample of the granite for the walkway at the monument, advising that they are \$250.00-\$300.00 for the amount needed. The pavers will also be made of the same stone and will cost \$23.00 each plus an additional cost for the engraving for a size of 12x6x2, with 450 needed for the project. D. Pope and H. Smith requested that the Board consider allowing the VFW Post 509 to sell them once they are purchased so that they can use it as a fund raiser. Ms. Kelly asked if they have spoken to the VFW to see if they are interested and asked how it would work, as far as the cost of the pavers and the engraving. H. Smith stated that they would like the Board to purchase the pavers and allow them to sell them for the Township by charging a little more than the cost as a fundraiser. Ms. Ruiz-Smith asked how we will recoup our costs that we paid. P. Williams stated that she believes that there is a way to have the engraving done on site.
- H. Smith would like the gun that is out front returned to the government as it looks out of place where it is located right now.
- P. Williams stated that the Historical Society would like to be involved with the dedication of the memorial. The goal date for the dedication is Saturday June 16, 2018.

2. **Approval of Minutes/Notes**

*Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve the minutes from the August 15, 2017 Meeting as presented.*

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

3. Pocono Mountain Municipal Airport Authority Request for Letter of Support for LSA Grant

*Mr. Lamantia made a motion second by Ms. Ruiz-Smith to issue a letter of support for the Pocono Mountain Municipal Airport Authority for the purchase and installation of an above ground fuel system.*

- **Discussion:** Ms. Ruiz-Smith asked for clarification on the notices that were received from the Monroe County Conservation District that reflect a violation at the airport property asking how this will be resolved. Mr. Decker from the Pocono Mountain Municipal Airport stated that the issue is on a piece of land owned by the airport that is being leased to the Pocono Mountain Fire Company which they are clearing to use for additional parking during their carnival. Mr. Decker stated that he believes this situation will be resolved in the near future. Mr. Weimer stated that he would like to have a discussion with Mr. Decker regarding a foam trailer to be placed on sight in case of an emergency in the future, with Mr. Decker agreeing and stating he will contact Mr. Weimer.
- **Vote:** All in favor motion passes.

4. Authorization to Purchase Video Detection Camera for SR611 & Veterans Drive

*Mr. Weimer made a motion second by Ms. Kelly to authorize the purchase of the video detection camera for SR611 and Veterans Drive at a cost of \$3,950.00*

- **Discussion:** Mr. Weimer explained that the purpose of the camera system is to allow for the traffic signal to change when cars are stopped at the light without the signal having to loop around based on timing.
- **Vote:** All in favor, motion passed.

5. Parks and Recreation Commission Request to Rent Additional Porta Potty for Touch A Truck Event

*Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve the Parks and Recreation request to rent an additional porta potty for the Touch a Truck Event on September 23, 2017.*

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

6. EAC Request to Advertise Budget Work Session on September 13, 2017 at 6:30pm

Mr. Weimer made a motion second by Mr. Lamantia to authorize the advertisement of the EAC Budget Work Session to be held on September 13, 2017 at 6:30pm.

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

7. E-911 Readdressing Update

Report was presented by Mr. Weimer in the absence of Mr. Keane who was at a fire call.

8. Authorization of Repairs to the Municipal Center Complex Generator and Pump Station Generator

Mr. Weimer made a motion second by Ms. Kelly to approve the repairs to the generator at the pump station in the amount of \$1,425.00 and the Municipal Complex in the amount of \$ 4,325.00.

- **Discussion:** Mr. Lamantia asked for clarification on this bill as we have a contract for maintenance with this company for both generators, with Mr. Weimer stating that this is repairs that are over and above a general maintenance issue.
- **Vote:** All in favor, motion passes.

9. PennDot Five Year Municipal Winter Traffic Services Agreement

Ms. Ruiz-Smith made a motion second by Ms. Kelly to approve the PennDot Five Year Municipal Winter Traffic Services Agreement in the amount of \$ 7,749.50 per year for 6.9 miles of road.

- **Discussion:** Mr. Lamantia stated that we should be negotiating this contract in order to reflect an increase each year due to the increase in expenses that occur. Ms. Ruiz- Smith stated that this contract is due now and it is too late to be negotiating. We need to have these contracts available to us earlier in order to have time to review them and negotiate them before they are due. Mr. Weimer stated that there is still a little bit of time that we can contact the PennDot representative to discuss the terms of this agreement. H. Smith stated that the Board should not even consider the agreement as PennDot roads are in terrible shape, and they have not repaired Lakeside Drive at all. He stated that the amount that PennDot is paying will not cover the cost of manpower, salt or wear and tear on the trucks, and asked whether PennDot is paving 6.9 miles of roads at a cost of \$7,749.50 for the winter. M. Fairservice stated that they have to put down salt and not cinders which is an additional expense. Mr. Lamantia stated that he doesn't disagree with maintaining the roads during the winter, but he disagrees with the cost being paid and the lack of an increase. Ms. Kelly stated that maybe we can get a shorter contract then five years so that we can negotiate it for the years moving forward. M. Fairservice stated that she contacted the DOT regarding sending a truck to the Parks and Recreation event and was redirected twice and advised to resend the invitation with no response on attendance as of yet.

\*\*Ms. Ruiz-Smith rescinded her motion and Ms. Kelly her second and the Board agreed that they will speak with the PennDot representative regarding amending the contract\*\*

10. Current Obligations

• General Fund	\$	286,807.64
• Sewer Fund	\$	<u>9,609.29</u>
Total Disbursements	\$	296,416.93

*Ms. Kelly made a motion second by Mr. Lamantia to pay our current obligations in the amount of \$296,416.93.*

- **Discussion:** M. Fairservice asked for clarification on the amount being paid as it did not agree with the total being reflected in the General Fund.(has been corrected above)
- **Vote:** All in favor; motion passed.

### 11. Other business

*Mr. Weimer made a motion second by Mr. Lamantia to approve the purchase of pavers for the Memorial in the front of the complex at a cost of up to \$11,000.00.*

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

- Ms. Ruiz-Smith asked for a copy of the inter-municipal agreement that was the subject of an email from Tobyhanna Twp. in the mail correspondence that was received. Ms. Kelly stated that the agreement goes back a long period of time and is no longer in effect.
- Ms. Ruiz-Smith stated that the huge discussion on the PennDot agreement could have been avoided if this information on contracts was provided to the Board in advance of the deadline for review. Ms. Ruiz-Smith would like a copy of all contracts in existence at the Township in order to review and allow for rebuttal time.

*\*\*The Board went into Executive Session Re: Legal at 7:57pm\*\**

**Mr. Weimer called the meeting back to order at 8:25pm.**

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to remove Pocono Summit Volunteer Fire Company from dual dispatch and replacing them with Pocono Mountain Volunteer Fire Company with a backup of Station 47 for jaws on Route 380, Route 196, Route 423 and Route 611 areas.*

- **Discussion:** Mr. Weimer stated that Tobyhanna Township removed Pocono Summit from dispatch as of 8am this morning.
- **Vote:** All in favor, motion passes.

### 12. Board of Supervisors Executive Sessions

- Prior: Tuesday, September 5, 2017 from 6:00pm-6:33pm Re: Legal
- During: Tuesday, September 5, 2017 from 7:57pm-8:30pm Re: Legal

### 13. Adjournment

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

Meeting adjourned at 8:29pm.

**NEXT REGULAR BOARD MEETING: Tuesday, September 19, 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: \_\_\_\_\_