

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
September 4, 2018

The meeting was called to order by Chairman William Weimer at 7:36 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

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

**Board Members absent:**

None

**Staff present:**

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Asst. Business Manager and Tomas Keane, Code Enforcement Officer

**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 stated that there is a pile of millings and blacktop on the side of the road by the underpass. D. Pope stated that there are new residents on Pope Road and speeding has become an issue and would like the police commission to be made aware of the need for patrolling on that road.
- V. Massaro asked Ms. Ruiz-Smith if the tree that she previously referenced as a safety issue on Route 423 is the big one that has been an issue for over a year.
- H. Smith asked if the state has been contacted regarding any additional money that may be due to the Township for the excess of time and materials from the winter road maintenance contract, also stating that he noticed that there was patch work done on Lakeside Drive and asked if the township patching state roads is now protocol.
- H. Smith stated that most Municipalities gave back the road plowing to the state so that they do not have to be bothered with it.
- M. Fairservice stated that the depot received a memo that stated that the state is looking for funding to be able to repair the exit and entrance ramps of 380 in Tobyhanna.
- D. Pope stated that the Township asked the state to repair the storm drain by the gas station when they repaired the bridge and stated that we need to make sure that they do that. He stated that they should have repaired the road before making it a detour.

**2. Approval of minutes / notes : August 21, 2018 Regular Meeting Minutes**

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the meeting minutes from August 21, 2018 with one correction.*

- **Discussion:** Change Dave Kavitski to Ken Fulford on Page 5 re: WWTP contract
- **Vote:** All in favor, motion passes.

3. **Minimum Municipal Obligation for 2019: Township Non-Uniform Pension**

*Ms. Kelly made a motion second by Mr. Weimer to approve the 2019 Minimum Municipal Obligation for Township Non-Uniform Pension in the amount of \$74,651.97.*

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

4. **EAC Request to Purchase two Solar Lights for Open Space Property Signs at the Tannery Property and Hemlock Sanctuary**

*Ms. Colgan made a motion second by Mr. Weimer to approve the purchase of two solar lights for the Tannery and Hemlock Open Space Properties at a cost not to exceed \$800.00.*

- **Discussion:** Ms. Kelly asked if there are any other materials that are necessary for DPW to install the signs.

*Motion and second were amended to increase the amount to \$900.00 to cover the cost of any additional materials for installation.*

- **Discussion:** H. Smith asked if open space signs can be put up as well as safety zone signs.
- **Vote:** All in favor, motion passes.

5. **Parks and Recreation Recommendation to Purchase Materials for the Park Garage Expansion not to exceed \$10,000.00.**

*Ms. Kelly made a motion second by Mr. Weimer to table this agenda item until the next meeting.*

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

6. **Parks and Recreation Recommendation to Award the Fence Contract for the Basketball Court**

*Mr. Weimer made a motion second by Ms. Colgan to award the fence installation at the basketball court to Mount Pocono Fence at a cost of \$11,210.00 per the quote dated July 12, 2018.*

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

7. **Coolbaugh Township Volunteer Fire Company Request for Reimbursement**

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the request for reimbursement to the Coolbaugh Township Volunteer Fire Company in the amount of \$163,243.17.*

- **Discussion:** Ms. Ruiz-Smith asked if this money was coming from the Coolbaugh Township VFC account.
- **Vote:** All in favor, motion passes.

8. **Pennsylvania American Water Company Request for Approval of Installation of Three Fire Hydrants for Aldi, Inc.**

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the installation of the fire hydrants for Aldi, Inc. located at Mountain Drive & Commerce Street, Mt. Pocono, Commerce Street & SR 940, Mt. Pocono and SR 940 west side of proposed Aldi, Inc. store.*

- **Discussion:** Ms. Ruiz-Smith asked how these hydrants came about with Mr. Weimer stating that in order to run water on that side of 940 they have to boar under Route 940 and we needed hydrants there which the developer is paying for. Solicitor Armstrong stated that Coolbaugh Township will be responsible for the maintenance and water charge to the hydrants.
- **Vote:** All in favor, motion passes.

## 9. Facebook Policy

*Ms. Kelly made a motion second by Mr. Weimer to approve the Facebook Policy as presented.*

- **Discussion:** Ms. Ruiz-Smith asked if there is a way to give a temporary password to anyone that may need to post on the page in Ms. Masker's absence, being advised that they could receive the password and then it would be changed.
- **Vote:** All in favor, motion passes.

## 10. Current Obligations

• General Fund	\$	324,746.05
• Sewer Fund	\$	2,916.65
• Escrow Fund	\$	<u>20,042.16</u>
Total Disbursements	\$	347,704.86

*Ms. Kelly made a motion second by Ms. Colgan to pay our current obligations in the amount of \$347,704.86.*

- **Discussion:** Ms. Ruiz-Smith asked for clarification on Check# 4602 and #4631.
- **Vote:** All in favor, motion passes.

## 11. Other Business

- Ms. Ruiz-Smith stated that she has the name of a web design company as well as a digital camera for fall pictures for the website.
- Mr. Weimer stated that he has a call in to the PA State Police re: the house on Mohawk stating that the house is a safety issue and we need to begin moving on declaring the property a dangerous structure. There are three walls that are not even near the foundation.
- Mr. Weimer stated that the press release will be coming regarding the ISO (Insurance Service Organization) rating for Coolbaugh Township stating that it has gone from a 6 developed areas /9 rural to a 4 developed areas /4y rural on a scale of 1 (the best)-10 (near nothing- very rural area) commending the Township and the Coolbaugh Twp. VFC for their hard work in making this happen. This rating affects homeowners insurance and the lower the ISO rating the better the rate you will receive on homeowners insurance. This rating was able to get better through hydrant installations, update to the county CAD system and the level of training of the members of the fire company.

Recess in the meeting for Executive Session from 8:27pm to 9:19 pm for Legal and Personnel.

*Ms. Kelly made a motion second by Mr. Weimer to re-advertise the code enforcement position.*

- **Discussion:** M. Fairservice asked why we are re-advertising the position, being advised by Ms. Kelly we did not find a qualified candidate. Mr. Weimer stated that we did find a qualified candidate but not within our pay range.
- **Vote:** All in favor, motion passes.

## 12. Board of Supervisors Executive Sessions

- **Before:** Friday, August 31, 2018 from 5:30pm-6:40pm Re: Personnel
- **After:** Tuesday, September 4, 2018 from 8:27pm – 9:19 pm Re: Personnel and Legal

13. 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 9:21 pm.

NEXT REGULAR BOARD MEETING: Tuesday, September 18, 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: \_\_\_\_\_