

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION NOTES**  
**April 23, 2019**

The work session was called to order by Chairman William Weimer at 6:00 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, Tomas Keane, Director of Codes & Zoning and Maureen Mills, Business Manager/ Controller

**Staff absent:**

None

Mr. Weimer announced that this work session is being recorded to aid in the preparation of the notes.

**1. Nepotism Policy**

Solicitor Armstrong reviewed the two revised draft policies that he provided the Board with for review, stating that the prior version included relatives of existing employees which now reads sitting supervisors. Solicitor Armstrong stated that the second revision defines a supervisor to reflect that it is a seated supervisor. Discussion ensued with Ms. Ruiz-Smith asking if the blanket policy that she and Mr. Lamantia were in favor of which would cover not hiring any relatives as defined in the policy that is related to anyone that is employed at the Township as well as related to any seated Supervisor. After some discussion it was agreed to have Solicitor Armstrong provide the Board with all four drafts that were presented and to put this item on an upcoming work session for further consideration.

- Discussion: C. Nidoh asked if this policy pertains to summer hires as well, with Ms. Kelly reading off what constitutes a relative in the policy.

**2. Other Business**

- Ms. Ruiz-Smith stated that she would like to add to a work session the role of the tax collector and rules that he is to be abiding by. Mr. Weimer requested that Ms. Masker add this item to a work session in June.
- C. Nidoh stated that she attended a meeting on March 19<sup>th</sup> regarding the possible sale of the WWTP in which she was advised to email her questions to Ms. Masker for the Board to review and asked for the status of the answers to her questions. Ms. Kelly stated that she is working on getting answers to the questions that were submitted and stated that they will be available at the meeting on June 27, 2019 but also stated that if they are available prior to that meeting, she will email her a copy. C. Nidoh stated that she is not opposed to the sale, but wants to make sure that the Board does their homework first as this will affect many senior citizens in the community.

**3. Public Input**

Nothing was heard.

Work Session ended at 6:23pm.