

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION NOTES
May 7, 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. Attorney Andrew Wolf- Lynch Corporation

Attorney Wolfe was in attendance with his clients Kathy Winowich and Robert Miller of the Lynch Corporation. They were in attendance at the Planning Commission meeting in February 2017 regarding the property that they own which was broken up by virtue of the construction on Route 423, 611 and 380 in Tobyhanna. At the PC meeting they were referred to the Township Solicitor for further determination. Attorney Wolfe stated that they were never officially subdivided and they would like to know how the Township would like them to proceed in order to subdivide these properties whether it is by a plan or a deed stating that they are awaiting the survey which they will provide to the Township when it becomes available. K. Winowich stated that the smallest parcel of property is approximately 11 acres and that there is state game lands surrounding three sides of the property. Discussion ensued about the possibility to separate the properties with a deed from Lynch Corporation to Lynch Corporation to subdivide into four separate parcels with the sign off of the Board of Supervisors.

- **Discussion:** Ms. Ruiz-Smith stated that this land was divided at no fault of their own and there is no reason that we shouldn't assist in making the properties marketable to bring in economic development. Ms. Kelly asked Solicitor Armstrong if it would still be a subdivision plan being advised that he will have to look at the plans and the map before making that determination. Discussion ensued on the fact that the zoning according to the county is all C-3 but according to the Township map they are zoned differently based on the parcel locations. Attorney Wolfe stated that looking into the future they would like to have a conversation with the Township as to the waste water treatment plant capacity and EDU's available or the ability to update the Act 537 to increase the capacity with Ms. Ruiz-Smith stating that at their meeting regarding the WWTP they were advised that the Act 537 can't be updated unless there are customers in line for the increase.

2. Nepotism Policy

- Solicitor Armstrong stated that he provided the Board with the four different drafts of the nepotism policy that have been circulated and discussed at the previous meetings explaining what each draft pertains to as outlined in his email that was sent prior to the meeting. Solicitor Armstrong explained that one is the blanket policy prohibiting the employment of relatives of current Supervisors and/or current employees; one is the blanket policy prohibiting the employment of relatives of current Supervisors; one is a policy allowing for the employment of relatives of Supervisors and/or current employees, but not allowing the hiring of such relatives if they will be supervised by a relative; and, one is a policy allowing for the employment of relatives of Supervisors, but not allowing the hiring of

such relatives if the related Supervisor has day to day supervision over the relative, or is directly involved in evaluating/disciplining the relative.

- **Discussion:** Ms. Ruiz-Smith stated that she is still in favor of the blanket policy that pertains to the relatives of Supervisors and employees with Mr. Lamantia stating that he agrees. Ms. Ruiz-Smith asked if a cousin can be considered as a relative in the definition with Solicitor Armstrong stating that the Board can add that if they would like. Ms. Ruiz-Smith asked that the Board consider cousin as a relative in the policy. Ms. Kelly reviewed what is considered a family member according to the ethics commission and stated that in the policy we have exceeded those members. Solicitor Armstrong stated that the Board can set the policy as to whatever relative that they want to include. Mr. Lamantia agrees that cousins should be included in the policy stating that he would like to see a vote at the next meeting. Mr. Weimer stated that he is in favor of draft #2 which relates to seated Supervisors stating that the Board is the boss and stating that any Township you go to there are family members working at DPW. Mr. Weimer stated that draft #1 and Draft #2 will be on the agenda for the next meeting with draft #1 to include first cousins.

3. Other Business

- Mr. Weimer stated that there was wind damage to the roof of the DPW garage stating that we received a quote which showed that a repair would cost approximately \$15,000.00 and a replacement would be approximately \$50,000. Mr. Weimer stated that Township Engineer, Russell Kresge evaluated the roof and stated that according to his email a repair would be sufficient at this time. Due to the cost we would have to get more quotes. Ms. Mills stated that she filed an insurance claim and is waiting for an adjuster to come out and look at it. This item will be discussed at the Board's budget work session on Friday evening.

4. Public Input

Nothing was heard.

Work Session ended at 6:26 pm.