

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
July 2, 2019

The meeting was called to order by Chairman William Weimer at 7:00 pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

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

Board Members absent:

None

Staff present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Assistant Business Manager and Tomas Keane, Director of Codes and Zoning

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 or community you reside in before speaking.

The Board presented Sergeant Major Mark Baylis with a donation in the amount of \$2,500.00 for the VALOR Clinic Foundation. Sergeant Major Baylis thanked the Board for their donation and spoke about programs that are available for homeless veterans as well as those that may have substance abuse issues. Mr. Baylis stated that in his travels up to the meeting he came across three homeless people in the community and stated that he would like to be able to assist them, stating that there are currently two homeless veterans in their sanctuary from Coolbaugh Township at this time. Ms. Ruiz-Smith thanked Sergeant Major Baylis for all he has done and continues to do for the Veterans in the area and stated that they are always looking for volunteers if anyone is interested.

1. Public Input

- D. Pope thanked DPW for the drainage work that was completed on his street.

2. Approval of minutes / notes : June 18, 2019 Regular Meeting Minutes and June 18, 2019 Public Hearing Minutes

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the meeting minutes of June 18, 2019 as written.

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

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the public hearing minutes of June 18, 2019 as written.

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

3. Waste Water Treatment Plant- Quote for Pump Station Cleaning

Ms. Kelly made a motion second by Mr. Weimer to approve the WWTP quote for pump station cleaning in the amount of \$1,125.00 plus the cost of disposal received from Environmental Service Corp. dated June 11, 2019.

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

4. Waste Water Treatment Plant- Quote for Pipe Jetting

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the WWTP quote for pipe jetting in the amount of \$600.00 received from Environmental Services Corp. dated June 27, 2019.

- **Discussion:** Mr. Weimer stated that this will replace the previously approved quote in the amount of \$8,650.00 received in December 2018. Ms. Ruiz-Smith asked how we will be addressing the issue with the grease traps moving forward, with Mr. Weimer responding that the Codes department will look into the ordinance and advise the Board what can be done and the Board will give directive on how we will move forward.
- **Vote:** All in favor, motion passes.

5. Thornhurst Volunteer Fire Company Request for Tax Disbursement in the amount of \$50,304.78 for Fire Station Paving Project

Mr. Weimer made a motion second by Ms. Colgan to approve the disbursement in the amount of \$50,304.78 to the Thornhurst Volunteer Fire Company from the fire tax fund for the fire station paving project as per their request dated June 28, 2019.

- **Discussion:** Mr. Weimer stated that there is an issue with the balance in the fire company accounts stating that it appears that all of this year's tax money was put into the Coolbaugh Twp. Volunteer Fire Company account and the \$20,000.00 disbursements were not yet transferred to the other fire company accounts. Stating that once that is done there will be enough in their account to cover this pay out.
- **Vote:** All in favor, motion passes.

6. Summit Avenue Railroad Paving and Marking Painting

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to award the Summit Railroad crossing quote for paving and pavement markings to Papillon & Moyer in the amount of \$11,960.00 which will cover the base quote of \$9,860.00 plus the additional cost of painting in the amount of \$2,100.00.

- **Discussion:** Ms. Ruiz-Smith asked that it be confirmed that the work will not be performed until after the PennDOT Railroad track work is completed. M. Fairservice asked how many change orders will be anticipated with this project as they have been an issue in the past when doing work for the Township.
- **Vote:** All in favor, motion passes.

7. Minor Subdivision joining lots 639 & 640, Section K, A Pocono Country Place, Property Owner(s)-Tor Tonnesen

Mr. Weimer made a motion second by Ms. Colgan to approve the Minor Subdivision joining lots 639 & 640, Section K, A Pocono Country Place, Property Owner(s)-Tor Tonnesen

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

8. Request for Waiver of Procedural Time Requirement for Property Owner(s) Tyler Kupsky and Nancy Nicodemo

Ms. Kelly made a motion second by Mr. Weimer to approve the Request for Waiver of Procedural Time Requirement for Property Owner(s) Tyler Kupsky and Nancy Nicodemo until September 30, 2019.

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

9. Authorization for Attorney Armstrong to Proceed with the Legal Review of PAWC's Letter of Interest and Convey to them any Recommended Changes

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to authorize Attorney Armstrong to proceed with the Legal Review of PAWC's Letter of Interest and convey to them any Recommended Changes.

- **Discussion:** Ms. Kelly read a statement expressing her opposition to the process that the board has chosen to use for selling the WWTP, stating that she is not opposed to the sale but is opposed to the process chosen. Ms. Kelly visited the PUC website and believes that the Board should investigate all options available stating that there are still many unanswered questions which will in turn have an effect on our residents that are serviced by the system. Ms. Kelly would like for the Board to hire a professional consultant to look out for the best interest of the Township on the sale of the WWTP. Ms. Ruiz-Smith thanked Ms. Kelly for her statement. Mike Penn, Mount Pocono Mayor and Municipal Authority Member stated that there are two options for the sale of the WWTP which are the Act 12 and the RFP, stating that the RFP option would give a true value of the plant based on valuation and stated that if the Board chose that method it would keep their options open and still allow them to go with PA American should they choose to. M. Penn discussed a deal in Exeter which had conditions and easements that were required and because the party that was selling the plant couldn't meet the deadline for the requirements, the sale of the plant dropped 6 million dollars when they closed on it. Mr. Penn stated that Mount Pocono has the same interest in the plant as Coolbaugh Township and that is to keep the rates low and do what is best for the residents that are served by the WWTP. Chuck Leonard from the Pocono Mountain Economic Development Corporation asked that the Board pause and reconsider the transaction stating that he has had many dealings with PA American and that they are always more expensive, stating that they are a deterrent in economic development. He asked that the Board allow Mount Pocono Municipal Authority the opportunity to work with Ken Brown on this. D. Pope asked how you get people to pay with Mike Oser stating that two years ago the Mount Pocono Municipal Authority had outstanding debt over \$250,000.00 and it is now \$110,000.00 from the hard work of the staff. Mr. Weimer stated that the Township puts liens on properties in order to collect the debt. Ms. Kelly asked C. Leonard if there is a way to have PAWC freeze the rates for a period of time, being advised that it may be possible. Solicitor Armstrong stated that there have been transactions where rates were frozen but there is a date where the freeze ends and we are not at that point yet.
- **Vote:** 4-1-0, motion passes. (Ms. Kelly opposed)

10. Nepotism Policy- Resolution #07-2019

Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve Resolution #07-2019, version one of the Nepotism Policy which relates to relatives of Supervisors and Employees.

- **Discussion:** Ms. Ruiz-Smith stated that she believes the policy should be all around and stated that in the future a new board could change the policy if they do not agree with it.
- **Vote:** 2-3-0, motion failed. (Mr. Weimer, Ms. Colgan and Ms. Kelly opposed)

Mr. Weimer made a motion second by Ms. Colgan to approve Resolution #07-2019, version two of the Nepotism Policy which relates to only the relatives of Supervisors.

- **Discussion:** None
- **Vote:** 2-3-0, motion failed. (Ms. Ruiz-Smith, Ms. Kelly and Mr. Lamantia opposed)

Mr. Weimer stated that there will be no nepotism policy.

11. Upcoming Zoning Hearing Board Hearing- Center Rock Realty

Solicitor Armstrong stated that the owners of Ray Price car dealerships are proposing to combine lots and build a jeep dealership on their land located on Route 940 in Pocono Summit and have applied for variances for lot coverage and setbacks to side yard display parking. Solicitor Armstrong stated that this is before the board should they choose to take a position on the matter that will come before the Zoning Hearing Board on July 10, 2019 at 6:30pm.

Mr. Weimer made a motion second by Ms. Ruiz-Smith to send a letter to the Zoning Hearing Board in favor of granting the variances that are requested by Center Rock Realty, t/a Ray Price Motors.

- **Discussion:** Ms. Kelly stated that she is concerned with weighing in stating that she would rather the Board not weigh in due to the house next to the property being located in commercial village zoning. Ms. Ruiz-Smith stated that there have been multiple residents that have lived in that home over the past two years.
- **Vote:** 4-1-0, motion passes. (Ms. Kelly opposed)

12. Current obligations

General Fund	\$	325,560.03
Sewer Fund	\$	6,678.17
Escrow Fund	\$	<u>27,736.39</u>
Total Disbursements	\$	359,974.59

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve paying the current obligations in the amount of \$359,974.59.

- **Discussion:** Ms. Ruiz-Smith asked for clarification on check #5561.
- **Vote:** All in favor, motion passes.

13. Solicitor Armstrong Comments/Updates

Nothing to report.

14. Other business

Ms. Kelly made a motion second by Ms. Ruiz-Smith to authorize Solicitor Armstrong to prepare an ordinance amending the Zoning Ordinance to allow the Industry and Light Manufacturing within the C2 Office Business Park Zone as a conditional use and forward it to the Monroe County Planning Commission and Township Planning Commission for review, and further advertise for public hearing at the first available meeting.

- **Discussion:** Solicitor Armstrong confirmed that specific provisions could also be added after the fact should the Board choose to.
- **Vote:** All in favor, motion passes.

Ms. Ruiz-Smith made a motion second by Ms. Colgan to authorize Township Engineer, Russell Kresge to prepare the specs for the DPW Roof replacement.

- **Discussion:** Mr. Weimer stated that the DPW garage has damage to the roof and stated that the information was received from the insurance company and that our deductible would be \$2,500.00

for a replacement. Ms. Ruiz-Smith stated that we should just replace the roof so that we do not have issues moving forward.

- **Vote:** All in favor, motion passes.

- Ms. Colgan stated that the Coolbaugh 2-2-5 Anniversary Celebration is moving ahead stating that she and Ms. Masker sent out emails to organizations stating that there will be bounce houses, a petting zoo, a DJ and stating that she has the challenge coin to show the Board.
- Ms. Colgan stated that the PMREMS Regional Roundup will be held on Thursday, August 22, 2019.
- Mr. Lamantia asked who patched Corporate Center Drive being advised by Mr. Weimer that the Township DPW did stating it was the cheapest way to do it.
- Mr. Lamantia asked if there is any update on the moving of the APCP sign with Solicitor Armstrong stating that we are waiting for the cost to come in to move the sign from the original location to the new location as there will need to be additional work done that was not in the original scope of the work.
- Mr. Weimer stated that the Emergency Management Committee met at the Coolbaugh Township VFC stating that the committee is working on updating the Notification and Resource Manual in order to determine what resources are available throughout the community in the event of an emergency.
- Mr. Weimer stated that there is a CERT training coming up that is called train the trainer that he would like to have the hotel stay and meals paid for out of the Emergency Management budget to be able to send 2-4 people to. Mr. Weimer stated that the committee seemed enthusiastic about this class. Mr. Weimer stated that he, Mr. Keane and Ms. Masker will begin traveling throughout the communities to identify hazards for the hazard mitigation plan.
- Mr. Weimer stated that Ms. Masker met with Chief Wagner about the Savvy Citizens app and stated that the Pocono Mountain Regional Police will begin sending out alerts through the app for emergency situations as well as upcoming events that the PMRPD are holding. Mr. Weimer encouraged everyone to download the app.
- Ms. Ruiz-Smith stated that she had asked that Parks and Recreation discuss being in charge of coordinating events at the Veterans Memorial. She stated that it is her understanding that they are not willing to be in charge of these events and asked Solicitor Armstrong what the Board is able to do as far as assigning tasks to committees according to the ordinance. Solicitor Armstrong stated that he would have to look into it. Mr. Weimer stated that there is a good group of people that have been doing a lot of projects at the park to make it nicer and would rather try to start a new committee to be in charge of Veterans Memorial events than to have them quit Parks and Recreation due to having to take on this task. Mr. Weimer asked that this be put on a future work session agenda and ask the VFW's to attend to see if they may know of anyone that is interested in participating.

15. Board of Supervisors Executive Sessions

- Before: Tuesday, July 2, 2019 from 6:47pm-6:58pm Re: Legal

16. Adjournment

There being no further business, a motion was made by Ms. Ruiz-Smith second by Ms. Colgan to adjourn.

Meeting adjourned at 8:20 pm.

NEXT REGULAR BOARD MEETING: Tuesday, July 16, 2019 at the Coolbaugh Township Municipal Office meeting room.

- Work Session- 6:00 pm
- Business Meeting – 7:00 pm

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____