

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
July 16, 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 and Lynn Kelly

Board Members absent:

Clare Colgan

Staff present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary and Maureen Mills, Business Manager/ Controller

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 community or city you reside in before speaking.

1. Public Input

- P. William stated that the screening provided at the airport where the trailers are parking is not adequate stating that it does not hide the trailers as was discussed. Ms. Ruiz-Smith stated that they are only able to plant what is approved by the FAA due to height restrictions in the flight path. Solicitor Armstrong stated that the Zoning Hearing Board is the board that gave the approval and the Board of Supervisors can verify that they are complying with the conditions that may have been included in the decision.
- D. Pope apologized to Ms. Mills for venting to her regarding an issue that he had with Bureau Veritas stating that they were supposed to arrive at a job site for an inspection first thing in the morning and never arrived until 1:00pm stating that the contractors were there waiting all morning. Mr. Weimer asked that the address of the property be provided so that he can look into it.
- H. Smith asked what kind of a deal was made for the log pile stating that the pile of logs has been removed and more logs have come in stating that the gentleman is now taking the logs from the new pile.
- Ryan Smith, Blue Rock Engineering was in attendance regarding the pole relocation at the Clarius Project site stating that he was told that this item would be on the agenda but that it is not. Ms. Mills stated that she believed that this issue was resolved through the emails and with the assistance of Township Engineer, Russell Kresge therefore it was removed. Discussion ensued about the pole in question with Mr. Smith stating that the pole is in the way of the driveway to the Clarius site and needs to be moved stating that it powers two lights that are on other poles. The Board is in favor of moving the pole and Solicitor Armstrong stated that as long as the conditions in the Township Engineer's email dated July 10, 2019 are complied with there is no issue.

2. Approval of minutes / notes : June 27, 2019 Public Meeting Minutes and July 2, 2019 Regular Meeting Minutes

Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve the minutes of June 27, 2019.

- **Discussion:** Ms. Ruiz-Smith requested that the heading be changed to Public Meeting instead of Public Hearing.
- **Vote:** All in favor, motion passes.

Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve the regular meeting minutes of July 2, 2019.

- **Discussion:** Ms. Ruiz-Smith asked that Penn Brown be changed to Ken Brown and that the discussion regarding the Veterans Memorial events be changed to reflect that it was her comment on creating the ad-hoc committee and advertising it on Savvy Citizen and not Mr. Weimer's.
- **Vote:** All in favor, motion passes.

3. Monthly reports

- Pocono Mountain Regional Police Department- Presented by Ms. Kelly stating that the information Solicitor Armstrong provided regarding a recent Supreme Court ruling was very useful. Ms. Kelly reviewed the ruling which negatively impacted the multijurisdictional task forces that police form for DUI checkpoints and other cooperative task forces. She stated that PA legislature has already written new law to resolve the issue. Mr. Lamantia reviewed the two speed trailer reports which were located on Echo Lake Road and on Route 196 by the old Dana's.
- Pocono Mountain Regional EMS- Presented by M. Lemley stating that they received their new truck and are also awaiting delivery of their new 4x4 which will arrive in August. M. Lemley also stated that the Regional Roundup will be held on August 22, 2019 at Skytop Lodge stating that it will be a good time for all and that the Snake Oil Willie Band will be there again this year.
- Coolbaugh Township VFD- Presented by T. Keane.
 - **Discussion:** Ms. Ruiz-Smith stated that she met with the Red Cross and mentioned the warming station that is planned at the firehouse, stating that Michelle at the Red Cross had no idea about it. Mr. Keane stated that he met with a gentleman from the Red Cross and they gave their input on the plan. Ms. Ruiz-Smith will provide Mr. Keane with the contact information that she has. Ms. Ruiz-Smith asked for an update to the new room being added on the firehouse being advised by Mr. Keane that they are currently in the process of getting an engineer to prepare the specs to go out to bid, stating that it is a long process.
- Gouldsboro VFD- Presented by Mr. Weimer.
- Thornhurst Fire & Rescue Ambulance- Presented by Mr. Weimer.
- Tobyhanna Township VFD- Presented by Mr. Weimer.
- Pocono Mountain Public Library- Presented by P. Williams.
- Code Enforcement Officer Report- Mr. Keane stated that there are a few businesses that are operating junk yards in the community. Mr. Keane stated that he had a court case today regarding one of the problem car repair businesses and no one showed up stating that five warrants have been issued for the individual.
 - **Discussion:** Mr. Lamantia stated that he would like this item as well as E911 Readdressing updates added to the agenda. Mr. Weimer asked that they be added for the future along with the dangerous structures report.

4. Northeast Site Change Order #08-2019: Route 196 Turning Lane Project Final Paving Escalation

Mr. Weimer made a motion second by Ms. Kelly to approve change order #08-2019 in the amount of \$14,029.80 for Northeast Site for the Route 196 Turning Lane Project: Final Paving Escalation.

- **Discussion:** Mr. Lamantia requested clarification as to what caused the escalation in cost, whether it was the time that lapsed since the awarding of the contract, PennDot requirements or issues with the project specs.
- **Vote:** All in favor, motion passes.

5. Northeast Site Change Order #09-2019: Route 196 Turning Lane Project: Additional Contract Time General Conditions

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve change order #09-2019 in the amount of \$10,983.86 for Northeast Site for the Route 196 Turning Lane Project: Additional Contract Time General Conditions.

- **Discussion:** Ms. Ruiz-Smith asked for clarification on the temporary signals that we are paying to rent asking if this is a monthly fee that will be paid every month or if this was for the duration of the project. Solicitor Armstrong stated that we will need copies of the Change Orders with the engineer signature.
- **Vote:** All in favor, motion passes.

6. Application for Installation of Six Public Fire Hydrants

Mr. Weimer made a motion second by Ms. Kelly to approve the application for the Installation of Six Public Fire Hydrants.

- **Discussion:** Mr. Weimer read the locations where the hydrants will be located. Ms. Ruiz-Smith asked if the hydrants are metered being advised by Mr. Weimer that they are and that the Township does not pay a water bill, stating that they pay a maintenance fee for the upkeep and testing of the hydrants. H. Smith asked why there are multiple hydrants located on some street with Mr. Weimer responding that they are located within 2000' of each other for purpose of the ISO rating.
- **Vote:** All in favor, motion passes.

7. Planning Commission Recommendation of Conditional Approval for the Waiver of the Land Development Plan Requirement for a Garage for Gabriel and Charlotte Suydam

Ms. Kelly made a motion second by Mr. Lamantia to grant conditional approval for the waiver of the land development requirement for the garage of Gabriel and Charlotte Suydam based on the conditions as set forth in the Planning Commission's recommendation dated July 9, 2019 and compliance with the zoning ordinance and building code requirements.

- **Discussion:** Solicitor Armstrong confirmed the zoning is commercial for the property. Ms. Ruiz-Smith asked if the pavement is existing and verified that it would be able to hold the building being advised by Mr. Suydam that it is, stating that he has a contractor that is handling all of that.
- **Vote:** All in favor, motion passes.

8. Controller Report

Presented by Ms. Mills as of June 30, 2019

9. Current obligations

• General Fund	\$	87,869.66
• Thornhurst VFC (Fire Tax)	\$	50,304.78
• Sewer Fund	\$	<u>1,004.21</u>
Total Disbursements	\$	139,178.65

Ms. Kelly made a motion second by Mr. Weimer to pay the current obligations in the amount of \$139,178.65.

- **Discussion:** Mr. Lamantia asked for clarification on check #5624.
- **Vote:** All in favor, motion passes.

10. Solicitor Armstrong Comments/Updates

- Solicitor Armstrong stated that he sent the proposed ordinance for adding Light Manufacturing and Industry to the C2 Zoning Districts as a conditional use to the MCPC and Township Planning Commission and stated that we will advertise the hearing for August 6, 2019.
- Solicitor Armstrong stated that he reviewed and made changes to the agreement for PA American Water regarding the Waste Water Treatment Plant and will be sending it to PA American for review.
- Solicitor Armstrong stated that he will be on vacation the week of the August 6th meeting and stated that John Reiss will be attending in his place.

11. Public Hearing to Consider and Approve the Coolbaugh Township Volunteer Fire Company Entering into an Agreement to Finance the Purchase of Two (2) Sutphen Custom Rescue Trucks

Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve Coolbaugh Township Volunteer Fire Company entering into an Agreement to Finance the Purchase of Two (2) Sutphen Custom Rescue Trucks at an amount of up to two million dollars and authorize the execution of form 147 (f).

- **Discussion:** Mr. Keane thanked the Board on behalf of the fire company for their support and thanked Solicitor Armstrong and Ms. Masker for their assistance in this process. Mr. Keane stated that the trucks are scheduled to be delivered in March of 2020. Ms. Ruiz-Smith asked what year the trucks will be with Mr. Keane responding 2020. Solicitor Armstrong stated that the fire company will be having their meeting in August to authorize signing form 147 (f) and stated that by signing this form it is simply giving the fire company permission to finance the trucks and stated that the Township has no financial responsibility for the payments.
- **Vote:** 3-0-1, motion passes. (Mr. Weimer abstained)

12. Other business

Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize sending a letter of support to PennDot for the issuance of the permit for the Anniversary Celebration Parade scheduled for August 24, 2019 and authorize DPW, Coolbaugh Township Volunteer Fire Company and Fire Police to be covered under the workman's compensation insurance for the event.

- **Discussion:** Mr. Weimer stated that the parade will be from Church Street to Main Street to Memorial Boulevard stating that there is usually an 8 week turn around for permit issuance so we are hoping that they can work with us. Ms. Ruiz-Smith stated that she spoke with Rich at the MCTA and he stated that he will provide transportation from the firehouse to the Municipal Complex the day of the event and stated that the Township cannot pay the MCTA and the MCTA cannot bill the Township for the service stating that it is a free service.
- **Vote:** All in favor, motion passes.

Mr. Weimer stated that there is an upcoming CERT: Train the Trainer Class that is being held on August 9-11th in Butler, PA which is four hours away, stating he will be attending along with Mr. Keane, Ms. Masker, Kurt Cummings from APCP, Art Furman from Pocono Farms and a representative from Arrowhead if they are interested in attending. Mr. Weimer would like for the Township to cover the cost of hotels, meals and travel stating that the class itself is free.

Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve expenses for the CERT Train the Trainer Class to include hotels, meals and travel with money to come out of the Emergency Management budget not to exceed \$5,000.00.

- **Discussion:** Ms. Ruiz-Smith stated that her choice for the hotel would be the Fairfield as we have previously stayed with them for PSATS and they offer complimentary breakfast.
- **Vote:** All in favor, motion passes.

Ms. Ruiz-Smith stated that she attended the Aldi's Grand Opening Ribbon Cutting Ceremony and met with the management and stated that they complimented Ms. Masker for her work on the project and were very grateful for her continued assistance. Ms. Ruiz-Smith stated that the sales since the soft opening have been amazing stating that they are very happy to be in the community.

Mr. Weimer stated that shoulder cutting along the roads has begun, stating that there have been complaints already coming in to the Township. Mr. Weimer stated that this is how we maintain our roads stating that if the shoulders are not cut back it will tear up the roads. If any residents have concerns with the shoulder cutting or have questions on the Right of Way they should contact the Township to ask their questions, but they should not be yelling or cursing at the DPW guys that are doing their job.

13. Adjournment

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

Meeting adjourned at 8:10 pm.

NEXT REGULAR BOARD MEETING: Tuesday, August 6, 2019, at the Coolbaugh Township Municipal Office meeting room.

- Work Session - 6:00 pm
- Public Hearing- 6:30 pm
- Business Meeting – 7:00 pm

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____