

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
September 3, 2019

The meeting was called to order by Chairman William Weimer at 7:37pm 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:

John Rice, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Assistant Business Manager and Tomas Keane, Director of Codes & 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.

1. Public Input

- R. Verrecchio & R. Vasile asked for the status of the service request that was submitted to the Township regarding a vacant property on Laurel Drive that has overgrown grass, issues with bugs and open entry ways which is causing an issue with flea infestation on their property. Mr. Keane stated that he is working on making contact with the owner on record as all mailings have been returned to the Township. Mr. Keane will work with Solicitor Armstrong to take the necessary steps to make contact with the owner.
- M. Fairservice asked who paid for the police coverage at the airport for the air show being advised by Mr. Weimer that the Racetrack paid for it.

2. Approval of minutes / notes :August 20, 2019 Regular Meeting Minutes

Ms. Kelly made a motion second by Ms. Colgan to approve the meeting minutes of August 20, 2019 as presented.

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

3. Adoption of Ordinance #138-2019: An Ordinance Amending the Coolbaugh Township Code of Ordinances by Adding a New Chapter 280, Park Rules and Regulations, Establishing Rules and Regulations for the Use of Township Parks and Lands Owned by Coolbaugh Township.

Ms. Colgan made a motion second by Ms. Ruiz-Smith to adopt Ordinance #138-2019: An Ordinance Amending the Coolbaugh Township Code of Ordinances by Adding a New Chapter 280, Park Rules and Regulations, Establishing Rules and Regulations for the Use of Township Parks and Lands Owned by Coolbaugh Township.

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

4. Boiler Service and Repair

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the two boiler repairs by Superheat in the amount of \$19,600.00 as per the quotes dated June 14, 2019.

- **Discussion:** Mr. Weimer stated that the DPW Foreman sent him pictures and the boilers need to be repaired before the winter or they will not function properly as there are degrading pipe issues and leaks. Mr. Lamantia asked Solicitor Rice if the annual maintenance is a separate item as it is an annual bill for the maintenance and upkeep of the system, being advised that is correct and would not require bidding.
- **Vote:** All in favor, motion passes.

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the quote in the amount of \$1,850.00 for the annual maintenance of the boilers per the quote from Super Heat, Inc. dated June 14, 2019.

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

5. Mount Pocono Association's Request for Fire Police for the Harvest Festival on September 28, 2019

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to not approve having Coolbaugh Township Volunteer Fire Company do the fire police work for the Mount Pocono Association Harvest Festival on September 28, 2019.

- **Discussion:** Karen Struckel, owner of the Casino Theatre and member of the Harvest Festival Committee was in attendance and presented the Board with the letters requesting the fire police for the event and their Certificate of Insurance. K. Struckel stated that the association has moved the Harvest festival back to Main Street as opposed to holding it at the fire grounds. Ms. Kelly asked if Mount Pocono Fire Company has fire police. Mr. Weimer explained the way that workers compensation applies to emergency and non-emergency events for volunteers. Mr. Weimer asked what the hours of the event are that the fire police would need to be available being advised from 10:00am-5:00pm. Ms. Kelly asked if the fire police would be directing traffic on Route 611 being advised that they would be stopping traffic at the cross walks. Discussion ensued about other options that may be available including police and security/traffic control companies. Mr. Lamantia stated that he believes this would be an event that would require police presence and not the fire police.
- **Vote:** 4-1-0, motion passes. (Mr. Weimer opposed)

6. Pocono Mountain Regional EMS Request for LSA Grant Letter of Support

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the request for a letter of support for the LSA Grant application of Pocono Mountain Regional EMS.

- **Discussion:** Ms. Ruiz-Smith asked what the amount of the grant is with Jeanine Hofbauer responding \$800,000.00 which will be used to renovate the main headquarters on Tegawitha Road.
- **Vote:** All in favor, motion passes.

7. Parks and Recreation Request for DPW workers for the Touch a Truck Event on Saturday, September 21, 2019 from 9:00 am-4:00 pm

Mr. Weimer made a motion second by Ms. Colgan to approve up to all of the DPW workers to work the Touch a Truck event on Saturday, September 21, 2019 from 9:00am-4:00pm at the overtime rate of pay on a volunteer basis.

- **Discussion:** Ms. Ruiz-Smith asked Mr. Weimer what the deadline is for DPW to respond if they are working so that we have an idea of the overtime that will be paid out and to be able to let the committee know how many workers they will have available to assist them with the event.
- **Vote:** All in favor, motion passes.

8. Authorization to Advertise for the Sale of the Log Pile at the DPW Recycling Center

Ms. Colgan made a motion second by Mr. Weimer to authorize the advertisement for the sale of the log pile at the DPW Recycling Center.

- **Discussion:** H. Smith asked how long can the bidder keep taking the wood with Mr. Weimer responding it is the pile that is there now that they will be bidding on and picking up.
- **Vote:** All in favor, motion passes.

9. Minor Subdivision joining lots 7 & 8, Block 1505, Section 15, Arrowhead North, Property Owner(s)-Patricia A. & Paul P. Rudolph, Sr.

Ms. Ruiz-Smith made a motion second by Ms. Kelly to approve the Minor Subdivision joining lots 7 & 8, Block 1505, Section 15, Arrowhead North, Property Owner(s)-Patricia A. & Paul P. Rudolph, Sr.

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

10. Minor Subdivision joining lots 3 & 4, Block A-2113, Section 21, Arrowhead Lakes, Property Owner(s)-Tyler Kupsky & Nancy Nicodemo

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the Minor Subdivision joining lots 3 & 4, Block A-2113, Section 21, Arrowhead Lakes, Property Owner(s)-Tyler Kupsky & Nancy Nicodemo.

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

11. Northeast Site Change Order #11-2019: Route 196 Turning Lane Project- A Pocono Country Place Sign Relocation

Ms. Kelly made a motion second by Mr. Weimer to approve change order #11-2019: Route 196 Turning Lane Project for the relocation of the A Pocono Country Place sign in the amount of \$7,648.00.

- **Discussion:** Ms. Kelly reviewed the anticipated timeline for the moving of the sign stating that the mason will be salvaging material from the sign in the next week and that the cap stones are cracked on the existing sign advising that if the cost to replace them is less than \$800.00 there would be no additional Change Order.
- **Vote:** All in favor, motion passes.

12. Current obligations

• General Fund	\$	354,479.21
• Sewer Fund	\$	11,683.51
• Emergency Services Fund	\$	973.68
• Escrow Fund	\$	<u>3,786.00</u>
Total Disbursements	\$	370,922.40

Ms. Colgan made a motion second by Mr. Weimer to approve paying the current obligations in the amount of \$370,922.40.

- **Discussion:** Mr. Zito asked for clarification on check #5765.
- **Vote:** All in favor, motion passes.

13. Solicitor Rice Comments/Updates

Nothing to report.

14. Other business

- Mr. Lamantia stated that he will not be attending the September 17th meeting as he will be on vacation.

- Mr. Lamantia thanked the committee and staff for their work on the Coolbaugh 2-2-5 Celebration.
- Ms. Colgan stated that the Coolbaugh 2-2-5 Anniversary Celebration went well and there were approximately 75 people along the parade route and 200-300 people that visited the complex. Ms. Ruiz-Smith stated that the ladies of the mansion made amazing cobbler for the event.
- Mr. Weimer stated that budget season is upon us and asked that the committees get their budgets in early.
- Ms. Ruiz-Smith stated that she will not be attending the budget meeting on September 26th as she will be representing the Township at a NEPA event.
- Ms. Kelly stated that at the last meeting it was discussed that the polling location for District One was moved to Pocono Summit Fire Hall in Tobyhanna Township and requested that a letter be sent to the Board of Elections to request a meeting to discuss options to move it back into Coolbaugh Township. The Board agreed. Solicitor Rice stated that no motion is necessary and that a letter can be sent.

Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize the purchase of stone for the Freedom Field Driveway at a cost of up to \$850.00.

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

- C. Dunn, APCP Manager asked if the Board has plans to look into the Long Term Rental Ordinance after the Short Term Rental Ordinance is complete, being advised that they will be.
- D. Broxmeier thanked Ms. Masker, Ms. Fairservice, Ms. Colgan and Mr. Knecht for their work on the Movie in the Park that was held stating it was held at the library and was a good time for all that attended.

15. Adjournment

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

Meeting adjourned at 8:33 pm.

NEXT REGULAR BOARD MEETING: Tuesday, September 3, 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: _____