

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING MINUTES  
November 4, 2019

The meeting was called to order by Chairman William Weimer at 6:00pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

**Board Members present:**

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

**Board Members absent:**

Anthony Lamantia

**Staff present:**

Will Oetinger, Solicitor, Erin Masker, Township Secretary and Meredith Thompson, Assistant Business Manager

**Staff absent:**

None

VFW Post 3448 and VFW Post 509 were in attendance for the Veterans Day Ceremony- Members presented the colors, led the pledge of allegiance, prayer and a speech. Mr. Weimer presented both VFW Commanders with an annual donation from Coolbaugh Township in the amount of \$2,500.00 each.

**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**

Nothing was heard.

**2. Approval of minutes / notes :September 17, 2019 Regular Meeting Minutes**

*Ms. Kelly made a motion second by Ms. Colgan to approve the meeting minutes of October 15, 2019 as presented.*

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

**3. Planning Commission Recommendation of (5) Waivers for LPC Pocono I, LLC.**

Rik Longacre was in attendance from Schlouch, Inc. on behalf of LPC Pocono I, LLC. Mr. Longacre reviewed the Land Development Plan which is being constructed between Mount Pocono Borough and Coolbaugh Township. Mr. Longacre reviewed the parking, landscaping, traffic signals and building design stating that there is no tenant in place at this time and the building will be constructed and ready to move in when a tenant is secured.

- **Discussion:** Ms. Ruiz-Smith asked who will be responsible for the traffic signals once they are installed being advised that the Municipality will be as they are the permittee on traffic signals within the municipality. Mr. Weimer asked what the build time is being advised that the closing will be in January and they intend to be ready for move in by Fall 2020. Mr. Longacre discussed the landscape and trees that are proposed for the property. Ms. Kelly asked for clarification on the area that the waiver for the 100' buffer is being requested. Discussion ensued on the staging area for trucks while waiting to load and unload being advised that there are two lanes for truck to stage and then two lanes for travel.

Ms. Kelly asked if the traffic signals and lane extension on Route 611 Southbound would hold up the project, being advised that it would not as the money for the project will be escrowed for completion stating that there will be a real traffic count study completed when the project is complete. H. Smith asked about the staging and the entrance to the project.

*Ms. Kelly made a motion second by Ms. Colgan to grant the requested waivers for LPC Pocono I, LLC. which include: §355-49.B, 0.3, Q, R, R.l, S, T, T.2, U, Z and AA. Waiver of the street design standards, §355-54.F.1.b.1. Waiver to allow the number of constructed parking spaces to exceed the number indicated as the average peak demand in the Parking Demand Table, §355-57.B, C.2.a, C.2.d, C.2.f, C.3.d, E.3, F, H & I. Waiver to permit the proposed landscape plan in lieu of the requirements of these sections, §355-44. Waiver of this section (4-Step Design) and §344-21.F.2.b& e. Waiver of these sections to permit a very small corner of the trailer parking area and a short length of the access drive within the 100' outer wetland buffer in the northern part of the site to be placed on fill.*

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

#### 4. Planning Commission Recommendation of Conditional Approval of LPC Pocono I, LLC. Land Development Plan

*Mr. Weimer made a motion second by Ms. Colgan to grant conditional approval of the LPC Pocono I, LLC. Land Development Plan per the recommendation of the Planning Commission conditioned on all comments in Township Engineer, Russell Kresge's letter dated October 10, 2019 being addressed, allowing the lighting requirements to be reviewed and approved by the Township Zoning Officer, and obtaining all outside agency approvals.*

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

#### 5. PA American Water- Updated Letter of Interest

*Ms. Colgan made a motion second by Ms. Ruiz-Smith to authorize Chairman Weimer and Vice-Chairman Lamantia to sign the letter of interest as presented from PA American Water Company.*

- **Discussion:** Solicitor Oetinger stated that there was some concern about item #7 in the letter with respect to disclosure and stated that the details are not able to be discussed with anyone as we are in the process of beginning the valuation and negotiations and therefore cannot be discussed until there is a final agreement between both parties. Solicitor Oetinger stated that the consideration to authorize this letter of interest has to be done at an open public meeting and therefore it is appropriate for it to be on the agenda this evening. Ms. Kelly stated that this letter of interest is for the period of 120 days.
- **Vote:** All in favor, motion passes.

#### 6. Resolution #09-2019: Coolbaugh Township Ordinance #129-2017 Volunteer Service Credit Program Criteria for the period of November 16, 2018- November 15, 2019

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve Resolution #09-2019: Coolbaugh Township Ordinance #129-2017 Volunteer Service Credit Program Criteria for the period of November 16, 2018- November 15, 2019

- **Discussion:** Ms. Ruiz-Smith thanked the Firefighters for all that they do.
- **Vote:** All in favor, motion passes.

7. Minor Subdivision joining lots 7 & 8, Block A-1912, Section 19, Arrowhead North, Property Owner(s)-Robert Yoka

*Mr. Weimer made a motion second by Ms. Colgan to approve the Minor Subdivision joining lots 7 & 8, Block A-1912, Section 19, Arrowhead North, Property Owner(s)-Robert Yoka*

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

8. Minor Subdivision joining lots 2513 & 2514, Section J, Pocono Farms, Property Owner(s)-Harry A. & Denise M. Hamill

*Ms. Kelly made a motion second by Ms. Colgan to approve the Minor Subdivision joining lots 2513 & 2514, Section J, Pocono Farms, Property Owner(s)-Harry A. & Denise M. Hamill*

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

9. Authorization to Advertise Anti-Skid Bid for 2020

*Ms. Colgan made a motion second by Ms. Ruiz-Smith to authorize the advertisement for the Anti-skid bid for 2020.*

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

10. Authorization to Advertise the following:

- Notice of vacancies on various boards, commissions and council

*Mr. Weimer made a motion to advertise the notice of vacancies on various boards, commissions and council as presented.*

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

- Notice to Residents- Any vehicle left on Township Right of Way during periods of ice or snow removal will be towed at owner's expense.

*Mr. Weimer made a motion second by Ms. Colgan to authorize the advertisement of the notice to residents regarding parking in the Township right of way during periods of ice and snow that will be towed at the owner's expense.*

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

11. Current obligations

• General Fund	\$ 476,870.47
• Escrow Fund	\$ 3,415.00
• Sewer Fund	<u>\$ 9,576.38</u>
Total Disbursements	\$ 489,861.85

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to pay the current obligations in the amount of \$489,861.85.*

- **Discussion:** Ms. Ruiz-Smith asked for clarification on check #5932 and 5943. H. Smith asked for clarification on check #5958.
- **Vote:** All in favor, motion passes.

12. Solicitor Oetinger Comments/Updates

Nothing to report.

13. Other business

- Ms. Ruiz-Smith thanked the fire company for all of their hard work at the Pocono Manor Fire.
- Ms. Kelly stated that tomorrow is Election Day and encouraged everyone to get out and vote.
- Ms. Colgan reported that the PMREMS had their chili cook off. Jeanine Hofbauer stated that Kurt Cummings won the contest and that there was a good turnout.
- Mr. Weimer stated that the fire commission is pushing for Tobyhanna Township to reinstate Pocono Summit Volunteer Fire Company. J. Hofbauer stated that she believes that Tobyhanna Township has already reinstated them at their meeting last month. Ms. Ruiz-Smith asked if this will mean that we will have to include them in funding for the budgeting process. Mr. Weimer stated that he has not received anything official in writing that states that they are back in service.
- H. Smith asked Mr. Weimer if D. Pope spoke to him about the Veterans Memorial for the budgeting process with Mr. Weimer stating that he did.

14. Adjournment

*There being no further business, a motion was made by Ms. Kelly second by Mr. Weimer to adjourn.*

Meeting adjourned at 7:13 pm.

NEXT REGULAR BOARD MEETING: Tuesday, November 19, 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: \_\_\_\_\_