

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
April 21, 2020

The meeting was called to order by Chairman William Weimer at 6:52 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, Business Manager

Announcements:

Mr. Weimer announced the following:

- We are streaming live via Zoom Video Communication App to allow the public to participate in our meeting due to the Coronavirus and the safety measures that are in place currently. He stated that comments will be accepted via email to emasker@coolbaughtwp.org and in the chat box on Zoom.
- 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

Solicitor Armstrong has another meeting to attend and therefore the Board moved the following items to the beginning of the agenda in order to have the assistance of the Township Solicitor.

Lynch Corporation-

Ms. Colgan made a motion second by Ms. Ruiz-Smith to approve the de facto subdivision for Lynch Corporation conditioned on the applicant providing four separate deeds, providing plans to be signed and recorded, reimburse the Township for all professional service fees and complying with all applicable ordinances.

- **Discussion:** Solicitor Armstrong stated the subdivision was physically created when Route 611, Route 380 and Prospect Street were constructed, which naturally divided the properties. He stated that he will send the legal descriptions and plans provided to Township Engineer, Russell Kresge for review.
- **Vote:** All in favor, motion passes.

Solicitor Armstrong thanked the Board for being understanding of his other meeting that he must attend.

2. Approval of minutes / notes:

- April 7, 2020- Public Hearing Minutes
- April 7, 2020- Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the April 7, 2020 public hearing minutes and regular meeting minutes as presented.

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

3. Monthly reports

Mr. Weimer read all of the monthly reports that were submitted.

- Pocono Mountain Regional Police Department- Ms. Ruiz-Smith asked if the call volume had increased due to COVID-19, being advised by Ms. Kelly that it has decreased.
- Pocono Mountain Regional EMS
- Coolbaugh Township VFD
- Gouldsboro VFD
- Thornhurst Fire & Rescue Ambulance
- Tobyhanna Township VFD- Ms. Ruiz-Smith asked if Tobyhanna Volunteer Fire Company received their disinfecting fog machine being advised by Mr. Weimer that they had and stated that Coolbaugh VFC also purchased one. Mr. Weimer stated that he also purchased one out of his own money for DPW and stated that they are borrowing the fire company's disinfectant to use in their machine. Ms. Ruiz-Smith asked why Mr. Weimer purchased it out of his money and he said because they needed it and the meeting schedule did not allow for it to be put on an agenda at the time.

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to reimburse Mr. Weimer for the SR200 mist blower which was purchased for Coolbaugh Township DPW in the amount of \$399.95.

- **Discussion:** Ms. Kelly asked Mr. Weimer if he was charged sales tax stating that she would like him to be reimbursed for that cost as well. Mr. Weimer stated that he was not charged sales tax. The Board thanked Mr. Weimer for looking out for the Township and the safety of the employees. Mr. Weimer stated that Tobyhanna Township VFC showed Coolbaugh Township VFC how to use the system and that they used the system at Mount Pocono VFC. Ms. Kelly thanked Tobyhanna VFC for also using the system at the Pocono Mountain Regional Police Dept., with Mr. Weimer stating that they also did Thornhurst. He stated that it is neighbors helping neighbors.
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained)

4. Current obligations

• General Fund	\$	113,727.59
• Escrow Fund	\$	752.50
• Sewer Fund	\$	<u>35,882.94</u>
Total Disbursements	\$	150,363.03

Ms. Ruiz-Smith made a motion second by Ms. Colgan to pay our current obligations in the amount of \$150,363.03.

- **Discussion:** Ms. Ruiz-Smith thanked the staff for working diligently during this time.
- **Vote:** All in favor, motion passes.

5. Solicitor Armstrong Comments/Updates

Nothing was heard.

6. Other business

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve Resolution #07-2020: A Resolution of the Coolbaugh Township Board of Supervisors Extending the Discount Payment Time Period for 2020 Real Estate Taxes to August 31, 2020 and Waiving Any Fee or Penalty for Late Payment if the Tax is Paid in Full on or Before December 31, 2020.

- **Discussion:** Ms. Ruiz-Smith thanked the public for taxes that are being paid on time. Township Tax Collector, Gratz Washenik stated that the County passed their ordinance yesterday and stated that there are mortgage companies that have already collected the escrows for the taxes, yet have not paid them stating that they

make up 50% of the real estate tax budget. He stated that this will now allow the mortgage companies to hold on to the money that has been paid in escrow and not make the payments until August. Mr. Washenik stated that Monroe County did a disservice to the Municipalities for not getting their feedback before passing this ordinance.

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

Mr. Lamantia stated that he contacted Chief Wagner regarding Ms. Ruiz-Smith's concerns discussed at the last meeting stating that he has passed the information on for officers patrolling the area.

Ms. Kelly stated that Mrs. Belcastro asked her to thank Mr. Lamantia for having the dumpster removed from the property next to her house and thanked the Board for taking her concerns seriously.

Ms. Kelly asked if Pocono Mountain EMS has enough masks and supplies on stock being advised by Ms. Colgan that they are good for now. Mr. Weimer stated that supplies from Monroe County were distributed to the Police, EMS and then Fire.

Ms. Ruiz-Smith asked Chairman Weimer to reiterate the Burn Ban throughout the Township. Mr. Weimer stated that the Township is still in a burn ban and that they are continuously evaluating the conditions. He also encouraged everyone to join the Savvy Citizen App in order to stay up to date with the Township alerts and happenings.

Mr. Weimer congratulated Mr. Rohan, Code Enforcement Officer, stating that he passed the Zoning Officer Exam.

Mr. Weimer stated that the two rescue trucks will be delivered to the Coolbaugh Township Volunteer Fire Company this weekend and invited the Supervisors to join them when the trucks are dropped off. He stated there will be an event in June for the public to come see the trucks.

Mr. Weimer stated that DPW is going strong. He stated that a sign on Route 423 was hit by a car and that there was no police report filed, therefore DPW is looking at the sign to see the best way to repair it. He stated there are also trucks that are hitting and getting stuck at the bridge advising that signs have been installed that state that no trucks are allowed. The signs are located by the DPW garage and the Firehouse.

Mr. Weimer thanked everyone for attending the meeting and stated that he believes that this went well and that we will probably be having our next meeting through zoom as well.

7. Adjournment

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

Meeting adjourned at 7:23pm.

NEXT REGULAR BOARD MEETING: Thursday, May 7, 2020, at the Coolbaugh Township Municipal Office meeting room.

- **Work Session/ Business Meeting – 6:00pm**

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____