

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION NOTES
April 21, 2020

The work session was called to order by Chairman William Weimer at 6:36pm in the meeting room of the Coolbaugh Township Municipal Office, 5520 Municipal Drive, Tobyhanna, PA.

Board Members present:

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

Board Members absent:

None

Staff present:

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary and Meredith Thompson, Business Manager

Staff absent:

None

Mr. Weimer announced that this work session is being recorded to aid in the preparation of the notes.

1. Lynch Corporation- Attorney Andrew Wolf

Attorney Andrew Wolf was in attendance via Zoom Virtual Communication App and stated that his client Lynch Corporation was in attendance at a work session in May of 2019 regarding their request for a de facto subdivision. Mr. Wolf stated that his client's property was subdivided due to the creation of Route 611, Route 380 and Prospect Street all located in Tobyhanna. The smallest of the properties that were created is over 13 acres. The subdivision due to the highways has created 4 separate lots which they would like to record at the Monroe County Courthouse. Mr. Wolf stated that the legal descriptions, plans and a narrative were all provided to the Board by Ms. Masker in their meeting packet for review.

- **Discussion:** Solicitor Armstrong stated that the plans have all been reviewed by the Township Zoning Officers and that they did not have any issues with them. He would suggest that the Township Engineer review them as well just to be sure that there are no issues. Solicitor Armstrong stated that should the Board choose to approve the request for a de facto subdivision, he would recommend that it is conditioned on the applicant submitting new deeds for each lot, plans for each lot for signatures by the Board, the Township engineer reviewing the submission and the applicant agreeing to reimburse the Township for the professional service fees that are incurred with the review. Attorney Wolf was in agreement with the conditions.

2. Other Business

Ms. Ruiz- Smith asked Solicitor Armstrong if he received her email with regard to the Federal Family First Act as it relates to the Coronavirus, being advised that he did and that he did not believe that it pertained to anyone currently employed by the Township. Ms. Ruiz-Smith asked about those with small children that could be affected by this act in case they needed to provide care for their children, being advised by Solicitor Armstrong that he will speak with Ms. Thompson regarding any employees that may fall under the act.

Mr. Lamantia asked about the plans that were provided to the contractor for the APCP sign which resulted in the incorrect sign height. Solicitor Armstrong stated that he believes that there was an agreeable

resolution reached in order to get the sign to the correct height that was agreed upon. Ms. Ruiz-Smith stated that she responded to the email with regard to the landscaping and the difference in the sign height. Mr. Lamantia wants to be sure that we are not paying twice for the same work due to the inconsistencies between the old sign and the new sign. Solicitor Armstrong stated that he will reach out to the Engineer at Gilmore and Associates to discuss these concerns.

3. Public Input

Nothing was heard.

Work Session ended at 6:52pm.