

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
May 7, 2020

The meeting was called to order by Chairman William Weimer at 6:00 pm.

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 and 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**

Nothing was heard

2. **Approval of minutes / notes:**

- April 21, 2020- Public Hearing Minutes
- April 21, 2020- Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve the April 21, 2020 public hearing minutes and regular meeting minutes as presented.

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

3. **Awarding of the 2020 Coolbaugh Township Paving Bid**

Ms. Kelly made a motion second by Mr. Weimer to award the 2020 paving bid to the lowest bidder, Hanson Aggregates PA, LLC. with the total bid amount of \$441,549.50 which includes the base bid amount of \$388,810.00 and additional bid items for Sussex Drive/Circle in the amount of \$39,496.00 and Goodwin Street in the amount of \$13,243.50.

- **Discussion:** Ms. Ruiz-Smith asked the total budget for paving and was advised that it is \$489,200.00. Ms. Masker stated that the excess 2020 liquid fuels allocation can be used when budgeting for paving in 2021. J. Hofbauer asked what the highest bid amount was and how many companies bid on the project being advised highest base bid was \$556,115.80 by Wayco, Inc. and that six companies bid on the project.
- **Vote:** All in favor, motion passes.

4. Walmart Tolling Agreement

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the Walmart Tolling Agreement as presented.

- **Discussion:** J. Hofbauer asked for an explanation of the agreement which was provided by Solicitor Armstrong stating that this is an agreement to toll the statute of limitations on enforcement action against Walmart related to alleged violations of their User Permit and the Ordinance while the Township and Walmart are still negotiating.
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained due to his employment with Walmart)

5. Authorize Township Business Manager, Meredith Thompson to sign the Walmart Tolling Agreement

Ms. Colgan made a motion second by Ms. Ruiz-Smith to authorize the Township Business Manager, Meredith Thompson to sign the Walmart Tolling Agreement.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained due to his employment with Walmart)

6. Current obligations

• General Fund	\$ 291,624.27
• Sewer Fund	\$ <u>6,047.62</u>
Total Disbursements	\$ 297,671.89

Ms. Kelly made a motion second by Ms. Colgan to pay our current obligations in the amount of \$297,671.89.

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

7. Solicitor Armstrong Comments/Updates

Solicitor Armstrong requested a short executive session regarding legal following the meeting.

8. Other business

Ms. Ruiz-Smith requested that the meeting scheduled for June 2, 2020 be changed due to the change in date for elections.

Mr. Weimer made a motion second by Ms. Colgan to change and advertise that the June 2, 2020 Board of Supervisors meeting will be held on Monday, June 1, 2020.

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

Ms. Ruiz-Smith asked Solicitor Armstrong for an update on her question about the expanded family leave that she asked about at the last meeting with Solicitor Armstrong stating that he hasn't heard of it impacting any township employees.

Ms. Ruiz-Smith stated that she would like to have the Township Emergency Management Committee enact a tornado/pandemic survival kit guidance memo. This document would list the essential items needed in case of an emergency. She would like this to be shared with area businesses and the constituents, stating that she has material that she received from PEMA and FEMA that she will share to assist with this project.

Mr. Weimer stated that he is following the lead from the county on when Monroe County will go from red to yellow and stated that once that occurs he will meet with Ms. Thompson to discuss a plan moving forward for the office staff and he will provide a plan for DPW. He stated that he anticipates that when the county goes to the yellow phase it will be another 4-6 weeks before they go into the green phase.

Mr. Weimer stated that Coolbaugh Township VFC got their two new rescue trucks in and that they are now registered thanks to Mr. Keane. He stated that they are not in service yet as they are currently holding driver training. Mr. Weimer stated that there are two trucks that they anticipate selling in the near future.

Mr. Weimer stated that the Coolbaugh Township VFC purchased the land on Route 196 and requested permission to have DPW tear down two buildings for them as their schedule allows. He stated that they need a sediment plan, a survey and a road put in which they are currently working on. Ms. Ruiz-Smith stated that she believes that the Township Engineer, Russ Kresge should be involved with the process as it will require permits and outside agency approvals. The Board was in agreement to allow DPW to tear down the two buildings. Ms. Kelly asked Mr. Weimer to provide the Board with updates on the project as they become available.

Mr. Weimer thanked the Board for the reimbursement of the money he paid for the DPW fogger machine. He also thanked the Board on behalf of DPW, stating that there are now disinfectant spray bottles in each vehicle to insure the safety of our employees.

Executive Session

- After: Thursday, May 7, 2020 from 6:33pm-6:55pm- Re: Legal

Adjournment

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

Meeting adjourned at 6:25pm.

NEXT REGULAR BOARD MEETING: Tuesday, May 19, 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: _____