

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

The meeting was called to order by Chairman William Weimer at 6:30pm in the meeting room of the Pocono Mountain Public Library located at 5500 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 and Meredith Thompson, Business Manager

Announcements:

Mr. Weimer announced the following:

- In order to insure the public safety and to comply with the CDC social distancing guidelines during the COVID-19 crisis, this meeting is being held at the Pocono Mountain Public Library.
- 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

- D. Pope stated that he and H. Smith spoke with the DPW Foreman about the proposed concrete walkway at the Veteran's Memorial and stated that they would prefer granite as it would last longer. Discussion ensued with the agreement that funds would be carried over to next year and moving forward until the amount of money needed for the granite walkway was achieved. Mr. Weimer asked that Mr. Pope and Mr. Smith look into the details (color, companies and cost) and provide him the needed information for budgeting purposes.
- H. Smith stated that he has finished benches that he would like to donate to the Township if they will accept them stating that they need to be secured when they are installed. The Board agreed that they will accept them and directed H. Smith to contact the DPW Foreman to coordinate delivery.
- D. Pope stated that there is still an election sign on Pope Road. Ms. Colgan stated that there is one located on Route 423 as well.

2. Approval of minutes / notes:

- June 16, 2020- Regular Meeting Minutes

Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve the June 16, 2020 regular meeting minutes as presented.

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

3. **Request for Partial Release of Financial Security for Clarius Partners, LLC. in the amount of \$2,419,458.25**

Ms. Ruiz-Smith made a motion second by Ms. Kelly to approve the request for partial release of financial security for Clarius Partners, LLC. in the amount of \$2,419,458.25 as per the Township Engineer, Russell Kresge's recommendation letter dated June 29, 2020.

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

4. **Northeast Site Change Order #12-2020: Route 196 Turning Lane Project-APCP Sign Modification in the amount of \$10,000.00**

Mr. Weimer made the motion second by Ms. Kelly to approve the Northeast Site Change Order #12-2020: Route 196 Turning Lane Project for the APCP sign modification in the amount of \$10,000.00.

- **Discussion:** Mr. Lamantia stated that he will vote in favor of the change order to get the project finished, but stated that we need to look into this project once it is complete as there were plans and pictures provided for the sign and it was still not built properly. Solicitor Armstrong stated that they are going to increase the sign height by adding 3' to the top of the sign stating that the Board could consider amending their motion to include confirming with A Pocono Country Place that the proposed will be acceptable to fix the sign.

Mr. Weimer amended his motion and Ms. Kelly her second to include confirming with APCP that this will be acceptable to fix the sign in order to complete this part of the project.

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

5. **Coolbaugh Township Park Garage Addition Change Order #01-2020 in the amount of \$480.00**

- **Discussion:** Ms. Ruiz-Smith requested that the subject line of emails can include the project that it is about and not just Revised Engineered Footing Detail stating that she has requested this before to not only our staff but our professionals.
- **Vote:** All in favor, motion passes.

6. **Current obligations**

• General Fund	\$	353,454.06
• Coolbaugh Township VFC Fire Tax	\$	35,395.29
• Escrow	\$	921.50
• Sewer Fund	\$	<u>15,124.54</u>
Total Disbursements	\$	404,895.39

Ms. Colgan made a motion second by Mr. Weimer to pay our current obligations in the amount of \$404,895.39.

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

7. **Solicitor Armstrong Comments/Updates**

Solicitor Armstrong requested an executive session following the meeting regarding Real Estate and Legal.

8. **Other business**

- Complete the 2020 census by visiting 2020census.gov and Pa.gov/Census
- Summit Avenue will be closed in the area of the Railroad Crossing beginning the week of July 13, 2020 for repairs. Please use an alternate route of travel during this time. Ms. Ruiz-Smith requested that an alternate route of travel be posted on the website and shared on the Savvy Citizen App for the closure of Summit Avenue next week.

- The next meeting on July 21, 2020 will be held at the Pocono Mountain Public Library in the upstairs meeting room.
- Ms. Ruiz-Smith discussed the incoming mail on June 24, 2020 that was received from Ms. Masker about the COVID-19 grant funding that will be received from the County Commissioners, asking if there is an ability to add the neck gaiters for reimbursement. Ms. Thompson stated that there is a complete list of items that were purchased for COVID-19 by the Township that will be provided to the commissioners once they request it. Ms. Ruiz-Smith asked if the Township can allocate funds from this grant for PMREMS as there decrease in income is a direct result of COVID-19. Ms. Thompson will look into it. Mr. Weimer stated that he and Ms. Colgan will be meeting with PMREMS and will discuss an action plan moving forward stating that he is not a fan of hospital based ambulances, they may have the funding behind them but their customer service and staffing are not as good. Mr. Weimer stated that the office of state fire commission also has a grant out that they can apply for as an emergency service provider. Ms. Ruiz-Smith stated that she is looking for ways to help them while lessening the burden on the Township’s pocket.
- Mr. Weimer stated that line painting has begun and that the Township Recycling Center is open. He stated that there have been two bulk drop off events held that were successful with only a couple resident complaints about unloading their own items.
- Mr. Weimer thanked the Board on behalf of DPW stating that they appreciated the PPE that the Board made sure they had to do their jobs efficiently and safely.

Mr. Weimer made a motion second by Ms. Colgan to authorize the proposed landscape ordinance to be sent to the MCPC for review.

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

Ms. Colgan made a motion second by Ms. Ruiz-Smith to approve the request for waiver of procedural time requirement for the minor subdivision of Linda Silva until September 30, 2020.

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

Adjournment

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

Meeting adjourned at 7:10pm.

NEXT REGULAR BOARD MEETING: Tuesday, July 21, 2020, at the Pocono Mountain Public Library.

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

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____