

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
BUDGET WORK SESSION MINUTES  
September 24, 2020**

The work session was called to order by Chairman William Weimer at 6:30pm at the Pocono Mountain Public Library located at 5500 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:**

Erin Masker, Township Secretary, Meredith Thompson, Business Manager and Darren Dixon, Controller

**Staff absent:**

None

The Board recessed to executive session from 6:31pm-6:37pm Re: Legal  
The work session was reopened at 6:38pm

**1. Codes/ Zoning**

Discussion ensued on items requested by the Codes and Zoning Department which included a new zoning vehicle, trail cameras, laptop, VPN setup and apparel.

**2. Emergency Management**

Discussion ensued on the items requested by the Township Emergency Management Department which included apparel, a hazmat trailer and a new emergency management SUV (Chevy Tahoe). Ms. Ruiz-Smith stated that she would like to meet with the PMEDC regarding the access road at Broadway in Pocono Summit.

**3. Sewer**

Discussion took place about the status and future planning for the ACT 537 plan. The Board requested a list of outstanding improvements that are necessary for the WWTP that need to be budgeted for.

**4. Resolution #11-2020: A Resolution of the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania Agreeing to and Authorizing the Execution of the Coronavirus Relief Fund Recipient Agreement**

*Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve Resolution #11-2020: A Resolution of the Board of Supervisors of Coolbaugh Township, Monroe County, Pennsylvania, Agreeing to and Authorizing the Execution of the Coronavirus Relief Fund Recipient Agreement.*

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

**5. Walmart Tolling Agreement**

*Ms. Kelly made a motion second by Ms. Ruiz-Smith to extend the Walmart Tolling Agreement until November 1, 2020 and authorize Business Manager, Meredith Thompson to sign as the Township agent.*

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

## 6. Other Business

Ms. Ruiz-Smith asked what work was being done at the traffic light by Aldi's. Mr. Weimer stated he will look into it and let the Board know.

*Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the Freedom field usage request from Alicia Williams-Richards for Saturday, October 3, 2020 from 11am-5pm.*

- **Discussion:** Mr. Weimer stated that she is also renting the pavilion and that he will have DPW open and close the gate for the usage.
- **Vote:** All in favor, motion passes

Mr. Weimer stated that Ms. Masker and Mr. Keane have completed their basic certification for emergency management and Ms. Masker is working toward her advance certification. Mr. Weimer has completed up to professional certification. All certifications that have been completed to date will be submitted to PEMA. He would like to start working on DPW receiving the public works certification.

## 7. Public Comment

Nothing was heard.

Work Session ended at 7:30pm.