

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
December 1, 2020

The meeting was called to order by Chairman William Weimer at 6:20pm at 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, Meredith Thompson, Business Manager and Tomas Keane, Director of Codes and Zoning

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 asked if there is any update from PennDot on the incomplete line painting in town, being advised by Mr. Weimer that his contact is no longer with PennDot and he left a message for our new contact.
- D. Pope asked if there was a vehicle accident involving a police car and was advised that there was, a truck lost control and hit the police car that was on its way to another accident. He asked if it was a fireman involved in the accident being advised that it was.
- T. Keane stated on behalf of Mr. Rohan, Code Enforcement Officer that there has been an update to the Dangerous Structure report which now includes the property mentioned by D. Pope at the last meeting, stating that the owner has been identified and a violation notice has been sent via certified mail. As per the tracking information, first attempt at delivery was unsuccessful (no one was at the address to sign.)
- T. Keane also stated that the district court will be working remotely until further notice.

2. Approval of minutes / notes:

- November 17, 2020- Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Mr. Lamantia to approve the November 17, 2020 regular meeting minutes as presented.

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

3. Ordinance #142-2020: An Ordinance of Coolbaugh Township, Monroe County, Pennsylvania, Amending the Official Zoning Map of Coolbaugh Township by Rezoning the Parcels Identified as Monroe County Tax Code No. 03.96060 and Property Identification No. 03635600655357; Tax Code No. 03.96059 and Property Identification No. 03635600656661; Tax Code No. 03.96058 and Property Identification No. 03635600658379; and Tax Code No. 03.7.1.24 and Property Identification No. 03635600756293 From C-2 Office Park to C-1 Convenience Commercial

Mr. Weimer made a motion second by Ms. Colgan to approve Ordinance #142-2020: An Ordinance of Coolbaugh Township, Monroe County, Pennsylvania, Amending the Official Zoning Map of Coolbaugh Township by Rezoning the Parcels Identified as Monroe County Tax Code No. 03.96060 and Property Identification No. 03635600655357; Tax Code No. 03.96059 and Property Identification No. 03635600656661; Tax Code No. 03.96058 and Property Identification No. 03635600658379; and Tax Code No. 03.7.1.24 and Property Identification No. 03635600756293 From C-2 Office Park to C-1 Convenience Commercial

- **Discussion:** Ms. Kelly stated that she does not personally believe that this is the best solution to allow the use in the business park, stating that changing the zoning for all parcels allows for all 75 uses that are listed in the C-1 Convenience Commercial zoning district to be allowed without any restrictions. Ms. Kelly stated that she believes a better option would be a conditional use which would be a more controlled approach that would allow the Board to determine what would be allowed and impose any restrictions necessary to the proposed properties. She stated that there are residential properties located across the street that may be impacted by truck traffic which will lead to complaints once the building is occupied. Ms. Kelly stated that she has concerns with the additional traffic that may impact the Green Road. She stated that a conditional use hearing would also allow for the residents to voice their concerns. Mr. Longacre was in attendance representing the developer stated that they are aware of the concerns based on previous conversations and stated that the primary access will be by extending Corporate Center Drive stating that they are sensitive to the Township's needs and the residential areas that surround them. He stated that there are also additional setbacks to provide additional screening protection to residential areas. Ms. Ruiz-Smith asked if the Township can put up signage on Green Road to deter trucks from traveling on it with Mr. Weimer stating that he could put up no parking signs but that the Green Road is not big enough for trucks to park along anyway. Mr. Weimer stated that if we see a traffic issue, we will work with the developer on correcting the issue. Ms. Ruiz-Smith stated that if we can't control the trucks driving on Green Road through signage, then we need to put the onus on the developer to make the drivers aware. Mr. Weimer stated that we need a travel plaza in Coolbaugh Township to help alleviate some of these issues with trucks. Mr. Longacre stated that this warehouse is smaller than the previous one he worked on and stated that there will be less truck traffic. D. Pope stated that he has driven truck and believes that the drivers will want to use the easiest access to get to the highway which will be Corporate Center Drive to 611. Mr. Weimer stated that he looks forward to the new business coming into the community. Mr. Longacre stated that he anticipates construction to start next year.
- **Vote:** 4-1-0, motion passes (Ms. Kelly opposed)

4. Authorization to Advertise Notice of intent to appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational Meeting

Ms. Kelly made a motion second by Ms. Colgan to Authorize to Advertise Notice of intent to appoint a Certified Public Accountant at the Board of Supervisors Re-Organizational Meeting

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

5. Anderson Proposal for the Clutch Repair on the Beast

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the proposal from Anderson for the clutch repair on the Beast in the amount of \$11,697.21.

- **Discussion:** Ms. Thompson stated that the clutch was replaced in July and stated that issues have occurred since then on supporting parts that are not covered under warranty. She stated that Anderson is honoring the warranty on the work that was done previously at no expense to the Township but stated that this proposal is to bring the other supporting parts to fix the issue which will also allow all parts to be covered under the warranty moving forward. Ms. Ruiz-Smith asked what the warranty is, being advised by Ms. Thompson that she would look into it and let the Board know.
- **Vote:** All in favor, motion passes.

6. Proposal to Replace the Rear Main Seal on the Beast

Mr. Weimer made a motion second by Mr. Lamantia to authorize the replacement of the Rear Main Seal on the Beast in the amount of \$2,676.00 as outlined in the Cleveland Brothers Proposal dated November 25, 2020.

- **Discussion:** Mr. Lamantia asked for a breakdown of all repairs and costs associated with the Beast from this year. Mr. Weimer stated that we can apply for a recycling grant but stated that it is up to 250,000.00 every two years stating that it would take four years in order to recoup the money to purchase a new beast. He stated that another option would be to look for other municipalities that may be selling them with fewer hours on them. He stated that we have lowered the size of the trees that are being accepted to try to lessen the wear and tear on our machine.
- **Vote:** All in favor, motion passes.

7. Current obligations

• General Fund	\$ 325,335.93
• Escrow Fund	\$ 770.00
• Sewer Fund	\$ 4,963.70
Total Disbursements	\$ 331,069.63

Ms. Kelly made a motion second by Ms. Colgan to pay the current obligations in the amount of \$331,069.63.

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

8. Solicitor Armstrong Comments/Updates

Nothing to report.

9. Other business

- Mr. Lamantia requested that discussion on a fireworks ordinance be added to a future work session. Mr. Weimer asked Ms. Masker to add it to the first work session in February.
- Ms. Ruiz-Smith stated that the Board received a letter which stated how the donation to Valor Clinic Foundation was used and stated that this should be what the Board expects from other organizations moving forward as discussed at the budget meetings.
- Ms. Ruiz-Smith stated that the Board received an assessment appeal in the mail packet from Ms. Masker regarding a \$90 million dollar assessment and asked if Solicitor Armstrong has this on his radar as it is a big ticket item. Solicitor Armstrong stated that the Board had previously directed him to make sure that the school and county were running with them and that the Board was not currently going to move forward with them as long as the other entities were involved. He confirmed with the Board that those were still the directives in place, being advised that is correct.

The Board recessed into executive session re: Personnel from 6:47pm- 7:03pm

Mr. Weimer made a motion second by Ms. Colgan to hire Richard Barnes for the codes and future zoning officer position at \$17.00 per hour pending pre-employment screening with a review after six months.

- **Discussion:** None
 - **Vote:** 4-1-0, motion passes. (Ms. Ruiz-Smith opposed)
- Mr. Weimer stated that this will be the last in person meeting for a while stating that due to the severe rising COVID 19 numbers and our sincere concerns to protect everyone, we will be having meetings via zoom moving forward. He asked Ms. Masker to send a thank you letter to the library and stated that when things change we will contact the library to resume meetings.
 - Mr. Weimer stated that we will be returning to the previous COVID program, stating that the Municipal Building will be closed to the public and entry will be at the discretion of the staff. He stated that DPW crew will be split into two crews which will alternate working every other day. He stated that Ms. Thompson has a schedule prepared for the administrative staff with each employee working either 2 or 3 days a week in the office and the other days working from home. He stated that accommodations will be made to provide staff with the items they need in order to work from home.
 - Mr. Weimer asked Ms. Thompson to get pricing for Coolbaugh Township face masks in order for staff to be easily identified by others. He would like to provide three to each employee and Supervisors. He stated that the Board can vote on it at the next meeting when the cost is available.
 - Solicitor Armstrong stated that he received a response from Joe Carling at Gilmore re: the HOP's in relation to the Route 196 project. He stated that Mr. Carlin was never given the go ahead to move forward with the submission and stated that we have received confirmation from Battisto that she is in agreement with moving ahead with her HOP as outlined in the plans provided by Mr. Carlin, but stated that the other property owner has not responded. After some discussion, the Board agreed to move forward with the submission for Battisto and await the confirmation from Mr. Hatosy before making a submission on his behalf.

Mr. Weimer made a motion second by Ms. Ruiz-Smith to authorize Joe Carlin of Gilmore and Associates to proceed with the submission of the HOP application for the Battisto property.

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

10. Board of Supervisors Executive Session

- During: Tuesday, December 1, 2020 from 6:47pm-7:03pm Re: Personnel

11. Adjournment

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

Meeting adjourned at 7:12pm.

NEXT REGULAR BOARD MEETING: Tuesday, December 15, 2020, virtually via the Zoom App.

- Public Hearing/Work Session/ Business Meeting – 6:00pm

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____