

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES
December 1, 2020**

The work session was called to order by Chairman William Weimer at 6:05pm 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:

Patrick Armstrong, Township Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Business Manager and Tomas Keane, Director of Codes and Zoning

Staff absent:

None

1. PFM Presentation

Garret Moore and Scott Shearer of PFM were in attendance via zoom. Mr. Moore reviewed the timeline with the Board with reference to the preparation of the Asset Purchase Agreement for the potential sale of the WWTP. He stated that they will contact PA American Water Company this week to notify them that PFM was retained by Coolbaugh Township to aid in negotiating the transaction documents. They will begin working with the Township team to start drafting the APA and stated that they anticipate that the draft will be before the Board of Supervisors in late January or early February for consideration. Mr. Moore stated that this is the most expedited way of moving forward with the sale.

- **Discussion:** Ms. Ruiz- Smith stated that this seems like a very fast process stating that the Township has been doing preliminary work for the past two years and asked if we are already in a position to put together an agreement of sale. Being advised that the Township is in a position to begin working on the agreement of sale stating that the goal is to get all the paperwork prepared ahead of time for review. Mr. Shearer stated that sometimes there are issues that arise that add to the timeframe but stated that they will provide an update later in December or the beginning of January. Solicitor Armstrong stated that the preparation of the APA is a back and forth process between PAWC and the Township and stated that the sale will not be closed on and final in February stating that it could take months for the closing once an agreement is reached. Mr. Moore stated that the timeframe will be dependent on the process that is chosen whether fair market value or another procedure and stated that it could be up to 9 months before the closing is held as the PAWC will spearhead the PUC process which will take place during this timeframe as well. Mr. Weimer stated that he likes the aggressiveness. Solicitor Armstrong requested a call from PFM at some point this week to discuss the process.

2. Other Business

Nothing was heard.

3. Public Comment

P. Williams stated that on December 8, 2020 the Coolbaugh Township Historical Society will be placing the wreath at the Veterans Memorial as well as at area cemeteries. Ms. Ruiz-Smith asked if they are purchased or donated, being advised that the Historical Society purchases them.

Work Session ended at 6:20pm.