

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MINUTES
February 2, 2021**

The work session was called to order by Chairman William Weimer at 6:02pm via the Zoom Virtual Media App.

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 Darren Dixon, Controller

Staff absent:

None

1. Discussion on Tax Collector Resolution

Ms. Ruiz-Smith stated that she reviewed the compensation options that were provided by Mr. Dixon for the four year period from 2022-2025. She stated that she would be in favor of the fourth option which is a tiered option with increases as follows: 2022-1.5%, 2023-2.0%, 2024-2.0% and 2025-2.5%.

- **Discussion:** Ms. Kelly stated that although she would have liked to see the increase at a higher percentage, she would vote in favor of the option that Ms. Ruiz-Smith selected. Mr. Weimer stated that the Township supports our Tax Collector and believes that the option shows that with the annual increases. Ms. Colgan and Mr. Lamantia agreed with the option discussed.

2. Discussion on Fire Tax Disbursement Resolution

Mr. Weimer stated that during budget meetings the Board discussed combining the funding of the three fire companies into one account for \$60,000.00 which will allow for bigger purchases to be made by the three fire companies that assist with serving Coolbaugh Township (Gouldsboro, Thornhurst and Tobyhanna). He asked Ms. Thompson to work with Solicitor Armstrong to put together the resolution which outlines the funding and the application period/process. He stated that the application period will be from April 1st to May 31st, stating that the Board will then review the submissions and award the funds at a meeting in June. He stated that the companies will need to work together to come up with a list of the things that are needed and prioritize them to determine who will apply for the funding each year. Mr. Weimer stated that he would like to work with Solicitor Armstrong to write a resolution which would allow the funds to be carried over from one year to the next so that if the funds are not used, they can apply for the \$120,000.00 after two years if they need to make a larger purchase. Mr. Weimer stated that the home municipalities cover the operational expenses and apparatus, our funding allows us to assist with larger purchases.

- **Discussion:** Ms. Ruiz-Smith stated that she always asks for accountability and said this process is the right way to go. Ms. Kelly stated that the Township used to receive financial statements from the fire companies and stated that is not a requirement in this resolution, she asked if that is something that should be added. Mr. Weimer stated that is a requirement for the donations that are issued and stated that Ms. Masker is on top of that and makes sure that they are submitted. The Board agreed that this is a good way to move forward and assist the fire companies achieve their goals and make larger purchases. Solicitor Armstrong stated that in reviewing this resolution the one thing that he would suggest is to add in the first sentence the following wording "other than Coolbaugh Township Volunteer Fire Company", to make the resolution clear that the funding is not for Coolbaugh Township Volunteer Fire Company as they have a separate account for their funding.

3. Other Business

Ms. Colgan stated that our Township DPW Foreman came to her employer's gas station during the storm and purchased dinner for the guys. She stated that they were working hard for long hours and she would like the Board to consider reimbursing him for the dinner purchased. Mr. Weimer asked Ms. Colgan to bring it up under other business on the meeting agenda.

4. Public Comment

Nothing was heard.

Work Session ended at 6:16pm.