

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
March 2, 2021

The meeting was called to order by Chairman William Weimer at 6:34pm via the Zoom Virtual Media App.

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, Darren Dixon, Controller, Meredith Thompson, Business Manager, Tomas Keane, Director of Codes and Zoning and Thomas Rohan, Code Enforcement Officer

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 via the Zoom Virtual Media App.
- 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**

Nothing was heard.

2. **Approval of minutes / notes:**

- February 16, 2021- Regular Meeting Minutes

Mr. Lamantia made a motion second by Ms. Ruiz-Smith to approve the February 16, 2021 regular meeting minutes with two corrections.

- **Discussion:** Ms. Ruiz-Smith reviewed the two changes.
- **Vote:** All in favor, motion passes.

3. **Authorization to Advertise Trash Hauling Bid- June 18, 2021 through June 17, 2023**

Mr. Weimer made a motion second by Ms. Colgan to authorize the advertisement of the Trash Hauling Bid for June 18, 2021-June 17, 2023

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

4. **Coolbaugh Township Volunteer Fire Company Request for Release of Tax Funds in the Amount of \$150,000.00 for Truck Lease Payments**

Mr. Lamantia made a motion second by Ms. Colgan to authorize the release of the Tax Funds to the Coolbaugh Township Volunteer Fire Company in the amount of \$150,000.00 for the truck lease payments.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained as he is the Chief of the Fire Company)

5. Coolbaugh Township Volunteer Fire Company Request for Release of the \$150,000.00 Stipend for 2021

Ms. Ruiz-Smith made a motion second by Ms. Kelly to authorize the release of the \$150,000.00 Stipend for 2021 to the Coolbaugh Township Volunteer Fire Company.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained as he is the Chief of the Fire Company)

6. Request to Carry Over Accrued Vacation Time (11 Days)- DPW Foreman, Kyle Knecht

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the request from DPW Foreman, Kyle Knecht to carry over 11 vacation days through May of 2021.

- **Discussion:** Mr. Weimer stated that due to the winter weather that we have had Mr. Knecht has not been able to take his time off and will be appreciative for the extension. Ms. Colgan stated that he will probably have less than 11 days; he told her he was going to use some before the end of April.
- **Vote:** All in favor, motion passes.

7. Approval of and Authorization to Execute the Addendum to Agreement of Sale for the Property Located at 565 Laurel Drive, Tobyhanna, PA

Ms. Kelly made a motion second by Ms. Colgan to Approve and Authorize the Execution of the Addendum to the Agreement of Sale for the Property Located at 565 Laurel Drive, Tobyhanna, PA

- **Discussion:** Mr. Ford asked what the addendum to the agreement was being advised by Solicitor Armstrong that it is an extension of time until March 31, 2021. Ms. Kelly confirmed that only the Chairman needs to sign the addendum being advised that is correct.
- **Vote:** All in favor, motion passes.

8. Current obligations

• General Fund	\$ 368,014.46
• Escrow Fund	\$ 2,329.67
• Sewer Fund	<u>\$ 8,287.69</u>
Total Disbursements	\$ 378,631.82

Ms. Kelly made a motion second by Ms. Colgan to pay the current obligations in the amount of \$378,631.82

- **Discussion:** Ms. Ruiz-Smith asked for clarification on check #7323 and #7327.
- **Vote:** All in favor, motion passes.

9. Solicitor Armstrong Comments/Updates

Solicitor Armstrong stated that he received the signed agreement of sale for the property located at 561 Laurel Drive (.65 acres) and stated that the Board could consider it for approval and authorize the execution this evening if they would like.

Mr. Weimer made a motion second by Ms. Colgan to Approve and Authorize the Execution of the Agreement of Sale for the Property Located at 561 Laurel Drive, Tobyhanna, PA for a total of .65 acres at the cost of \$15,000.00.

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

Solicitor Armstrong stated that he received a formal request letter to withdraw the previously approved and recorded Land Development Plan for Pocono Transcrete and request for release of financial security associated with this Land Development Plan. Solicitor Armstrong stated that he is awaiting Township Engineer Russell Kresge to visit the site to confirm that there have been no improvements completed in accordance of the Land Development Plan. Ms. Masker

stated that in the latest correspondence from our Township Engineer he had suggested that the developer/owner provide a statement to the Township that the property is in good condition without the Township having to certify it. Mr. Kresge confirmed, stating that he had not been out to the site previously and that he would prefer a statement be provided to the Township. Solicitor Armstrong stated that he would advise the applicants Attorney that we would require that statement before moving forward with the document to be filed at the courthouse to withdraw the plan and any additional agreements that may have been filed with it.

- **Discussion:** Ms. Ruiz-Smith stated that she agrees with Mr. Kresge's recommendation. Ms. Kelly asked if this plan is withdrawn, does that mean that any prior agreements or plans relating to the Land Development Plan on that property would no longer exist, being advised that is correct. Solicitor Armstrong confirmed with the Board that they are in agreement to accept the statement from the owner regarding the improvements and they agreed. Ms. Ruiz-Smith asked if there is a buyer for the property, being advised by Solicitor Armstrong that if there is a buyer for the property during this process they could present a new Land Development Plan for the property and would not affect the steps we are taking to withdraw the already recorded plan. He stated that the new approval would be conditioned on the removal of the previously recorded plan.
- **Vote:** All in favor, motion passes.

10. Other Business

- Mr. Lamantia stated that he received the email from Solicitor Armstrong regarding the fireworks in a residential area stating that he would like to see this implemented in our Township Ordinance for enforcement. Discussion ensued about the state statute and the distance that fireworks would not be allowed to be used in a residential area. Mr. Lamantia stated that he would like to see it increased from 150' to 200' from a dwelling. Solicitor Armstrong stated that he will look into it and work on an ordinance for presentation to the Board at a future work session.
- Ms. Ruiz-Smith made a statement to Tom Ford stating that she appreciates him attending and reporting on the meetings for the Township, but stated that when she made the comment about Mount Pocono sucking wind, she made it in defense of the Borough. She was asking the Board to consider allowing the Borough to have until December 31, 2021 to pay for any invoices that were incurred with relation to the joint tax collector agreements and legal fees. She is aware of their financial trials and tribulations and was speaking in their defense when the comment was made. She stated that this is the second time that she has been misquoted in the Boro newspaper.
- Mr. Weimer stated that we received the 904 Performance Recycling Grant Award in the Amount of \$35,638.27 and asked Ms. Kelly to explain what this is. Ms. Kelly stated that this is funding that is received because the Township residents recycle. She stated that there are reports that the staff has to collect in order to apply for this grant funding.
- Mr. Weimer stated that PSATS in person conference was canceled this year and stated that they are offering registered attendees the opportunity to attend the virtual conference that will be held at the cost of \$99.00 per member and 199.00 for non-members.

Mr. Weimer made a motion second by Ms. Ruiz-Smith to approve the attendance of registered participants for the PSATS virtual conference at the cost of \$99.00 paid by the Township and subject to each participant submitting an email that they are interested and committed to attending the classes.

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

- Mr. Weimer stated that he hasn't forgotten about Ms. Ruiz-Smith's request to send out information to the residents to be prepared for emergency situations that can affect the area. He stated that pa.gov will be providing information that we can share which he will work with Mr. Keane and Ms. Masker to send out. He stated that he, Mr. Keane and Ms. Masker just completed the Township's submission for inclusion in the county Hazard Mitigation Plan that is submitted every five years. He stated that the last plan the county submitted was accepted and approved without requiring any revisions. He stated that there were a couple of issues within the Township that increased which includes increased cases of drownings and disorientation, stating that everything else is status quo. Mr. Weimer stated that once the plan is completed and ready to be submitted, the Board will need to pass a resolution to accept it.
- Ms. Ruiz-Smith asked if there were any residents that shoveled out hydrants and submitted pictures for the pizza party that will be held, being advised that no one has posted any pictures yet but Mr. Keane stated that the fire company volunteers were out clearing them and thanked Mr. Lamantia stating that he cleared at least six by himself.
- Mr. Weimer reviewed the list of volunteers that qualified for the Act 172 tax credits by responding to at least 25% of calls and 30 additional points for the designated period. Those members are as follows: C. Baker, A. Caruso, J. Caruso, G.R. Dobson, D. Keane, T. Keane, A. Newman, G. Newman, E. Topping, B. Weimer, K. Weimer, V. Weimer and J. Wicmandy.

Ms. Kelly made a motion second by Ms. Ruiz-Smith to approve the Act 172 credits for the following members of the Coolbaugh Township Volunteer Fire Company that have met the qualifications set forth: C. Baker, A. Caruso, J. Caruso, G.R. Dobson, D. Keane, T. Keane, A. Newman, G. Newman, E. Topping, B. Weimer, K. Weimer, V. Weimer and J. Wicmandy.

- **Discussion:** None
- **Vote:** 4-0-1, motion passes. (Mr. Weimer abstained as he is the Fire Chief and qualifies for the credit)

11. **Adjournment**

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

Meeting adjourned at 7:19pm.

NEXT REGULAR BOARD MEETING: Tuesday, March 16, 2021, virtually via the Zoom App.

- Work Session/ Business Meeting – 6:00pm

Submitted by: _____
Erin Masker, Recording Secretary

Witnessed by: _____
William Weimer, Chairman

Date: _____