

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION MINUTES**  
**July 6, 2021**

The work session was called to order by Chairman William Weimer at 6:00pm in the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna.

**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, Tomas Keane, Director of Codes and Zoning, Darren Dixon, Controller and Meredith Thompson, Business Manager

**Staff absent:**

None

**1. Discussion on American Rescue Plan Funding**

Ms. Thompson stated that the township will be receiving approximately 2.1 million dollars in funding which will be received in two stages. She stated that the original guidance provided was very broad and sounded as though any expense that could be traced back to Covid would be a qualifying expense. Since then, more guidance has been released and things have tightened up as to what the money can be spent on. She provided the Board with a spread sheet of potential expense items and a fact sheet. She stated that WWTP infrastructure is definitely a qualifying expense. She would like to have the Board authorize moving forward on getting quotes and putting together the expenses so that we will have an idea as to what the expense will look like. She stated that the ACT 537 plan would also be a qualifying expense. In looking through the documents in her office, she found studies from multiple years which referenced the expansion of the WWTP through the Route 611 corridor which would also be an expense that could be covered by this grant should the Board want to. Ms. Thompson stated that Mr. Dixon is currently working on finalizing the audit and once that is completed, we will be able to take a look at the formula that was provided to determine any flexible expense items that we may be able to consider funding.

- **Discussion:** Ms. Ruiz-Smith asked if funding can be donated to the fire company being advised by Ms. Thompson that the fire company would have to show a loss of income on paper in order to be considered. Mr. Weimer stated that it wouldn't be a viable option, stating that he believes that sewer expenses will take up most of the funding. The Board agreed that Ms. Thompson could begin putting the numbers together for the cost associated with the WWTP infrastructure and the potential expansion of the WWTP through the Route 611 corridor. Mr. Dixon stated that the money needed to be designated to a project by 2024 and spent by 2026.

**2. Discussion on Coolbaugh Township being featured in the Viewpoint Project**

Ms. Thompson stated that she was approached by Viewpoint Project regarding a docuseries of up and coming areas and economies. She stated that the Township's buy in if selected would be \$27,900.00 to participate, stating that the Township would own the rights to the production once completed. Ms. Thompson stated that should the Board choose to move forward, the authorization for the release of the funds would need to be approved at this evening's meeting.

- **Discussion:** Ms. Ruiz-Smith stated that the Pocono Mountain Visitors Bureau would come to the Township and do a presentation on their hour long show on Blue Ridge Channel 13 which would not cost the

Township a penny. She stated that we as a Township need to utilize our resources that are available to us. The Board of Supervisors is not in favor of moving forward with Viewpoint Project. .

### 3. Other Business

Ms. Colgan stated that the Touch a Truck event will be held this year on September 25<sup>th</sup>, 2021 the same times as it has been in the past. Ms. Colgan stated that she spoke with the DPW staff and there are 8 employees that are in favor of the event. M. Fairservice asked Ms. Masker to send her a letter and flyer for the event. She stated that they need to work on advertising it better this year. Ms. Ruiz-Smith stated that there is a new variant of Covid that we need to keep a close eye on in case we need to begin wearing masks again. M. Fairservice stated that if school does not open back up the event will be canceled. Ms. Colgan stated that Parks and Recreation will also be holding Ghoulbaugh and stated that if there are Covid concerns at that time, it will be held as a drive thru event again. Mr. Weimer stated that there is a gentleman that has an Optimus Prime that he brings to events like the Touch a Truck and stated that the commission may want to reach out to him. He stated that he charges a fee for the people to go on it and then donates that fee to a non-profit organization. M. Fairservice stated that she will look into it, but she believes that we would have to pay for him to be there.

Ms. Kelly thanked DPW for their hard work on the trail located on the Wiley Preserve stating that it is now a smooth trail for residents to walk and stated that there is an easy path and a harder path for more experienced hikers to travel. She stated that EAC is now working on getting benches.

Mr. Weimer stated that paving is beginning soon and stated that there is a nationwide shortage of paint for line painting. He wanted everyone to be alert as there may be line painting taking place on Saturdays with DPW being required to be there.

### 4. Public Comment

Nothing was heard.

Work Session ended at 6:25pm.