

COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
July 20, 2021

The meeting was called to order by Chairman William Weimer at 7:33pm at the Coolbaugh Township Municipal Center meeting room located at 5520 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 Darren Dixon, Controller

Announcements:

Mr. Weimer announced the following:

- In order to insure the safety of everyone in attendance we ask that you wear a mask if necessary and follow the applicable CDC guidelines.
- 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 advised Ms. Ruiz-Smith that he was able to obtain another price for the walkway which they will discuss at a later time.
- H. Smith asked the status of the repair and painting of the train trestles being advised that Mr. Weimer is working on getting pricing for materials. He stated that our DPW Foreman and Assistant DPW Foreman obtained information that the paintings of the train trestles in Moscow were funded by the municipality. Ms. Thompson stated that she is currently looking into grants to assist with the project. Mr. Lamantia stated that students at ESU have done murals in East Stroudsburg and stated that they may be interested in the project. Ms. Ruiz-Smith stated that we should reach out to the Visitors Bureau and the Arts Council.

2. Approval of minutes / notes:

- July 6, 2021- Regular Meeting Minutes

Ms. Ruiz-Smith made a motion second by Ms. Colgan to approve the July 6, 2021 Regular Meeting Minutes as presented.

- **Discussion:** None
- **Vote:** 4-0, motion passes. (Ms. Colgan did not vote as she stepped out of the room)

3. Monthly reports

- Pocono Mountain Regional Police Department- Presented by Mr. Lamantia. Mr. Weimer stated that the speed sign was on Route 196 collecting data. Mr. Weimer also stated that the fire on Route 611 will have a much bigger story that will be released in the future. D. Pope thanked Officer Nero for his assistance with the garbage issue on his street.

- Pocono Mountain Regional EMS- Presented by Ms. Colgan. She stated that the Regional Roundup will be held on August 5, 2021 stating that it will be a BBQ buffet with the Snake Oil Willie Band performing. Mr. Weimer encouraged the public to attend and support the EMS.
- Coolbaugh Township VFD- Presented by Mr. Weimer, he stated that Mr. Keane is not in attendance as another volunteer fire fighter was in an accident this afternoon and they are still on scene. He stated that there are approximately 22 volunteers that are enrolled in the Essentials of Firefighting class and there are also 15-20 volunteers collectively from our fire company and other neighboring companies that are enrolled in the vehicle rescue program. He stated that it is a 72 hour course that will allow them to obtain National Certification which they are working with Ed's Towing on. Mr. Weimer stated that the most recent fundraiser sale was the most profitable that they have held so far netting \$32,000.00. D. Broxmeier thanked the volunteer firefighters for all that they do.
- Gouldsboro VFD- Presented by Ms. Colgan stating that they will have a clam bake on August 14, 2021 from 4-8pm with pony rides and a golf tournament on September 19, 2021.
- Thornhurst Fire & Rescue Ambulance- Presented by Mr. Weimer
- Tobyhanna Township VFD- Presented by Mr. Weimer
- Pocono Mountain Public Library- Presented by Ms. Kelly.
- Codes Enforcement and Zoning Report- Presented by Mr. Weimer.

4. **Conditional Approval of Minor Subdivision Joining of Lots 42-44, Block A-64, Section 11, Arrowhead Lakes, Property Owner(s) Bryan S. & Jessica L. McFarland**

Ms. Colgan made a motion second by Ms. Kelly to grant conditional approval of the Minor Subdivision Joining of Lots 42-44, Block A-64, Section 11, Arrowhead Lakes, Property Owner(s) Bryan S. & Jessica L. McFarland conditioned on the submission of a draft joinder deed prepared for recording as per Township Engineer Russell Kresge's review dated July 6, 2021.

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

5. **Request for Waiver Of Procedural Time Requirement for Linda Silva until September 30, 2021**

Ms. Kelly made a motion second by Ms. Ruiz-Smith to Approve the Waiver of Procedural Time Requirement for Linda Silva until September 30, 2021.

- **Discussion:** Ms. Kelly suggested approving the waiver until 2022 since this project has been before the board for waivers numerous times. The Board decided to stick to the requested waiver date.
- **Vote:** All in favor, motion passes.

6. **Authorization to Advertise Budget Work Session Dates**

Mr. Weimer made a motion second by Mr. Lamantia to authorize the budget work session dates as follows: Thursday, September 9, 2021, September 23, 2021, October 7, 2021, October 21, 2021, October 28, 2021, November 4, 2021 with meetings beginning at 6:30pm, and Saturday, November 20, 2021 beginning at 9:00am.

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

7. **Authorization for the Purchase and Installation of Military Insignias on the Walmart Sewer Tunnel Control Building located in the front of the Township Municipal Property in the amount of \$2,945.00**

Ms. Kelly made a motion second by Ms. Ruiz-Smith to Authorize the Purchase and Installation of Military Insignias on the Walmart Sewer Tunnel Control Building located in the front of the Township Municipal Property at a cost not to exceed \$3,000.00.

- **Discussion:** Ms. Ruiz-Smith stated that she worked on this with the Veteran’s Committee stating that Ms. Colgan made this suggestion last year to cover this building so that it was not an eye sore when visiting the Veteran’s Memorial. Ms. Ruiz-Smith stated that the turnaround time would allow for this project to be completed before the end of August. Ms. Kelly requested that the insignias follow proper military protocol in the following order: Army, Marines and Navy together, Air Force and Space Force together and then the Coast Guard. Discussion ensued about the condition of the shed and that it would need to be cleaned and painted before the insignias are placed. Ms. Ruiz-Smith stated that if we are adding an additional insignia it will cost more money and also stated we would need to add another flag at the monument for it to be uniform. Mr. Weimer stated that DPW will clean the monument and that we will discuss the need for the flag at a future meeting.

Ms. Kelly amended her motion and Ms. Ruiz-Smith her second to make the motion a cost not to exceed \$3,500.00.

- **Discussion:** Mr. Lamantia stated that at last month’s meeting we stated that we did not have money for a walkway at the monument and now we are putting insignias on an outhouse which is not honoring them. After some discussion the Board decided that they would like to explore other options including putting shrubs around the building or putting fake stone on the building to make it more aesthetically appealing.

Ms. Kelly withdrew her motion and Ms. Ruiz-Smith her second.

8. Coolbaugh Township VFC Request for Release of Tax Funds in the Amount of \$659,336.74 for Capital & Operational Expenses(\$435,836.74), Annual Engine Payment(\$150,000.00) and Note Payment for P25 Radios(\$73,500.00)

Ms. Kelly made a motion second by Ms. Colgan to approve the Coolbaugh Township VFC Request for Release of Tax Funds in the Amount of \$659,336.74 for Capital & Operational Expenses (\$435,836.74), Annual Engine Payment (\$150,000.00) and Note Payment for P25 Radios (\$73,500.00)

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

9. Controller Report

Presented by Mr. Dixon

10. Current obligations

• General Fund	\$	114,162.71
• Escrow Fund	\$	1,342.36
• Fire Tax- VFC	\$	40,000.00
• Sewer Fund	\$	8,942.11
Total Disbursements	\$	164,447.18

Ms. Ruiz-Smith made a motion second by Ms. Colgan to pay the current obligations in the amount of \$164,447.18.

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

11. Solicitor Armstrong Comments/Updates

Solicitor Armstrong requested a brief executive session following the meeting.

12. Board of Supervisors Executive Sessions

- After: Tuesday, July 20, 2021 from 8:50pm-9:16pm Re: Legal

13. Other Business

- Mr. Lamantia asked for an update on the sign at APCP being advised by Solicitor Armstrong that he is waiting for an updated link for the stone options from Joe Carlin and stated that he received an email from Ms. Dunn, APCP Community Manager regarding a stone that was recently used on a project that they would be interested in using. Solicitor Armstrong forwarded that email to Mr. Carlin and is awaiting a response.
- Ms. Ruiz-Smith stated that she is disappointed with the Board's decision not to move forward with the insignias on the building in front of the Municipal Complex.
- Mr. Weimer stated that fuel master system is out of service again because it was struck by lightning. He stated that the cost to replace it is \$35,000.00-\$50,000.00. Currently everyone that gets fuel at DPW has a key to the township lock and is required to hand write the amount of fuel that they pumped so that we can keep track of it until we either fix it or purchase a new system. He stated that Ms. Thompson will be working with our DPW Foreman on the options that are available and will provide that information to the Board at a future meeting.
- Mr. Weimer stated that paving is taking place now and that there was an issue with Pocono Heights Road which will require additional stone and compacting to repair before paving. He also stated that a truck was parked overnight in a community and 49 gallons of gas was stolen; now equipment is being stored at Wildflower fire station where there are cameras.

Ms. Kelly made a motion second by Mr. Lamantia to approve the request for waiver of procedural time requirement until October 19, 2021 for Pocono Mountain Corporate Center Warehouse.

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

Ms. Ruiz-Smith made a motion second by Mr. Weimer to participate in the Meals on Wheels drop box program by having a collection box at the Municipal Center to collect paper products for county residents.

- **Discussion:** Ms. Masker will put the information out on Savvy Citizen and Township social media sites.
 - **Vote:** All in favor, motion passes.
- Mr. Weimer stated that our DPW Foreman contacted our Township Engineer, Russell Kresge regarding signage for low clearance at the Laurel Drive underpass. He stated that he recommended 36" x 36" signs or 78" x 24" signs which would be in accordance with the requirements in the manual on uniform traffic control devices, stating that DPW would have to install them.

Mr. Weimer made a motion second by Ms. Ruiz-Smith to purchase and install the 36" x 36" low clearance signs at the Laurel Drive underpass.

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

14. Adjournment

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

Meeting adjourned at 8:34pm.

NEXT REGULAR BOARD MEETING: Tuesday, August 3, 2021 at the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna, PA

- Work Session/Regular Meeting – 6:00pm

Submitted by: _____

Erin Masker, Recording Secretary

Witnessed by: _____

William Weimer, Chairman

Date: _____