

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION MINUTES  
November 16, 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, Solicitor, Erin Masker, Township Secretary, Meredith Thompson, Business Manager and Tomas Keane, Director of Codes and Zoning

**Staff absent:**

None

Mr. Lamantia left the work session at 6:05pm.

**1. Discussion on Letter of Support for the Monroe County Redevelopment Authority- Marv Walton, Land Bank Administrator**

Mr. Walton was in attendance on behalf of the Redevelopment Authority of Monroe County to discuss the letter of support request that was submitted. Mr. Walton stated that the letter of support is simply a request for a letter of support on the submission of the grant application that they are anticipating submitting. He stated that the grant requires that the applicant request letters of support from the municipalities that would be included in the potential land bank acquisitions from the grant.

- **Discussion:** Ms. Ruiz- Smith asked about the section referencing the \$1,000.00 annual fee and the transfer tax commitment being advised by Mr. Walton that neither of those items pertain to the actual request stating that he used a previously drafted letter for the request. He stated that the PHARE Grant is funded through the county transfer tax that is collected. Ms. Ruiz-Smith stated that she is in favor of the letter of support but wanted to be clear on the other items that are referenced before sending the letter. Mr. Walton thanked the Board for their consideration of this request.

**2. Wastewater Treatment Plant Updates/Act 537**

**WWTP Updates:** Mr. David Kavitski was in attendance and stated that the plant has been in operation for over 15 years and has been working with no violation. He stated that there are some repairs that need to be made with Mr. Weimer asking which would be catastrophic. Mr. Kavitski stated that the surge tank needs to be fixed as well as the underground tank. He stated that the surge tank takes any overflow and could potentially flood the plant should it malfunction, which would cause a violation. He stated that there are some screens that are working but could use some maintenance as well as some bearings and brushes that should be worked on. Mr. Weimer asked if the screens are being replaced with the same screens or are they being replaced with a better grade, being advised that the ones that are currently installed are a premier grade stating that tears in the membrane can happen but due to the quality, we have not had any issues.

**Act 537:** Mr. Kavitski stated that there is the potential for the plant to be increased from 52,000 to 104,000 gallons per day, stating the DEP and DRBC permits must be updated. If the DEP allows the re-rate, he is hopeful that we will not have an issue upping the capacity as it was previously rated on 100,000 gallons per day. Ms. Thompson and Mr. Kavitski could meet with DEP and DRBC via zoom or in person to discuss the details with them. For the ACT 537 special study we would need developers to come forward if interested in hooking up to the system should it be

extended to show that there is the need for the increased capacity. Mr. Kavitski stated that the expansion could potentially go north of the Mountain Center and down 611 towards Mount Pocono. Ms. Ruiz-Smith stated that she believed that the Act 537 had to be completed in a Township wide study and doesn't want to divide it into smaller areas and find out that it has to be an all-inclusive submission. Mr. Kavitski stated that there is a task activity checklist to determine all items that are being worked on with a special study which will be worked into the Township wide study. The cost for the project would range from \$80,000.00 to \$150,000.00. A special study would begin at approximately \$35,000.00 with the Township wide study being anywhere in the range of \$100,000.00 to \$200,000.00. If the Township chose to complete the special study first, that cost would be included in the township wide study and not an additional fee. Mr. Kavitski stated that there has been a lot of turn over at DEP in the last few months stating the employees have been good to work with, issuing NPDES permits quickly. Mr. Kavitski asked if there are developers that are interested in areas that would require an expansion, being advised that there are. Mr. Weimer stated that we do have developers that are interested in areas that are not currently in our service area and we know that we will have to do the larger scale study but asked if we can come up with an area for a special study now and incorporate it into the larger study to be able to take our time on it. Mr. Kavitski said that it is definitely a possibility and that he would need to have a conversation with DEP and DRBC to let them know what the intentions of the Township are in order to come up with a plan to move forward. The special study and the Township wide study for the ACT 537 would be an expense that is covered under the ARP funding that was received and will be received next year. Discussion ensued on the way that the billing would occur for the study being advised that it would be in increments based on the direction that the Township chooses to go in. Ms. Ruiz-Smith stated that we're currently looking to make a deal with PAWC for them to purchase the plant and she asked if we would still be involved with the ACT 537 plan should the plant be purchased, being advised that the Township is responsible for the Act 537. Ms. Ruiz-Smith asked if the PAWC would bear the expense of the plant increase with Mr. Kavitski stating they may put in the lines, but he is unsure what the agreement would look like. Ms. Kelly asked if on lot septic issues are part of the Act 537 being advised that it is part of the reporting and would be included in the study along with the other sewer treatment systems in the municipality.

### **3. Other Business**

Nothing was heard

### **4. Public Comment**

Nothing was heard

Work Session ended at 6:40pm