

**COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION MINUTES**  
**March 21, 2023**

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, PA.

**Board Members present:**

William Weimer, Lynn Kelly, Alma I. Ruiz-Smith, Cara Rogan and Clare Colgan

**Board Members absent:**

None

**Staff present:**

Patrick Armstrong, Solicitor, Erin Masker, Township Secretary Meredith Thompson, Business Manager, Darren Dixon, Controller, Clinton Oddy, Code Enforcement Officer and Tomas Keane, Director of Codes and Zoning

**Staff absent:**

None

**1. Discussion on Township Newsletter**

Ms. Thompson stated that at a previous meeting, we discussed waiting for the Mount Pocono edition to be released, which the Board received a copy of. She asked if the Board would be in favor of moving forward with it and stated that she and Ms. Masker would like to take the lead on it as it falls in line with the community initiative that was presented last year. After some discussion, the Board agreed that they are in favor of moving forward. Ms. Thompson stated that she and Ms. Masker will begin working on a draft schedule of what we would like to include in each of the quarterly editions for the Board to review.

**2. PennFuture Discussion on Lot 1 & 2- PMCC North Warehouse- Wetlands (Abby Jones)**

Abby Jones, Attorney with PennFuture was in attendance to discuss the concerns with the wetlands and the building of a warehouse which she also believes may in fact be a Distribution Center. She spoke on the water quality and other issues raised in their engineer Ethos Collaborative's report her letter to the Board dated March 1, 2023 supports those points made by Ethos Collaborative and by concerned community members at the March 7, 2023 meeting. She also discussed the impacts distribution centers have on the community, neighborhoods, and our natural resources that other types of development do not have, which include noise, light, traffic and stormwater impacts. A. Jones discussed the Board's rights to condition the project and referenced sections of the Township Ordinance which she stated support conditions that she asks that the Board consider which include but are not limited to: SALDO §355-26(C), Stormwater Management Ordinance § 344-24(B), SALDO § 355-44(A), SALDO § 355-26(C), SALDO § 355-43(6)(b)(2) as well as sections of the Zoning Ordinance. She asked that when considering Land Development that the Board use "extreme caution" where salt or chloride would be a pollutant and asked that should the plan be granted conditional approval that the health, safety, and welfare of the residents is protected. She also asked that the Township monitor that the tenant is operating as a warehouse and not a Distribution Center once one is determined. A. Jones thanked the Board on behalf of PennFuture for allowing us to present to them this evening and for their consideration of their comments.

- **Discussion:** Ms. Ruiz-Smith stated that we entrust our staff and professionals to ensure that the ordinance is followed in this and every project in the Township and stated that the engineer's review letter states that it is a warehouse. Solicitor Armstrong stated that everything that has been submitted characterizes it as a warehouse, and that everything submitted shows that they will follow

the ordinance permitting the warehouse use as stated by the applicant. Solicitor Armstrong stated that the most recent review letter still has some outstanding comments including some provisions from the SALDO and the outside agency approvals. A. Jones stated that she recognizes that the uses are permitted in the Industrial Zone but wants to ensure that the Zoning Enforcement Officer makes sure that it is operating as a warehouse and not a DC as they are seeing in other areas. She thanked the Board for making the definition directional difference in the ordinance. Mr. Weimer asked about §355-26(c) existing resource and site analysis plan, asking Solicitor Armstrong if this was submitted being advised that he will confirm with Township Engineer, Russell Kresge. Ms. Kelly stated that the Board has before them this evening the waiver of procedural time until April 21, 2023 with Solicitor Armstrong stating the intent was to allow the Board time to review the plan before acting on it. L. O'Dell from Lexington Woods asked who holds this corporation responsible if they build this as a warehouse, who holds them accountable, the Zoning Officer? Solicitor Armstrong stated it would be enforcement by the Zoning Officer. J. Miller, Lexington Woods thanked the Board for allowing Ms. Jones to speak this evening and discussed the difference between a warehouse and a distribution center, asking if it would be to the Board's advantage to add a note to the plan defining warehouse a little more so that there is no confusion. L. Buchholtz shared her experience with Pocono township stating they allotted a number of trips, 50 trips (25 back and forth- warehouse) and anything over 50 trips per day is a distribution center; stating the taxpayers have to pay for the repair to the roads. She expressed her concerns with tractor trailers on the roads so close to the schools.

### **3. Public Input**

M. Peterson asked if there has been a meeting regarding the fire company regionalization. Mr. Weimer stated that there had not been a meeting and stated that it has moved in a different direction. The new project that they have going on does not include Coolbaugh Township but stated that the issue with volunteerism still exists. He stated that Coolbaugh Township has done a good job with supplementing those that respond with funding for recruitment and retention to encourage volunteers to keep responding, especially with the high call volume that we see. He asked if there will be a work session scheduled to discuss the future possibility of paid employees for the fire company prior to budget season with Mr. Weimer stating that it will likely be scheduled. M. Peterson thanked the fire company and emergency services for their service to the township.

Work Session ended at 6:32pm