COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
PUBLIC HEARING MINUTES
February 17, 2026, 6:30pm

Board Members present:
William Weimer, Alma I. Ruiz-Smith, Clare Colgan, and Lynn Kelly
Board Members absent:
Cara Rogan
Staff present:
Patrick Armstrong, Solicitor, Erin Masker, Township Secretary, Merdith Thompson, Business Manager, Darren Dixon, Township Controller and Tomas Keane, Director of Codes and Zoning
Staff absent:
None

The public hearing was called to order by Chairman William Weimer at 6:30pm

The Coolbaugh Township Board of Supervisors Public Hearing was called to order at 6:30pm for a conditional use hearing regarding the property located at 118 Kolb Court, Tobyhanna, Coolbaugh Township, Monroe County, Pennsylvania.

This public hearing is being held to consider a conditional use application for light manufacturing on the property located at 118 Kolb Court, Tobyhanna, within the C2 zoning district, tax map parcel number 03.96062 and map number 03635600653057. The applicant, 118 Kolb Court LLC, operating under the Art of Gutter Manufacturing Incorporated, applied for conditional use to proceed with light manufacturing on the property.

The Township Solicitor explained party status procedures and inquired whether anyone present, aside from the applicant, was requesting party status. He stated that party status allows individuals to cross-examine witnesses, present evidence, and potentially appeal the board's decision. No members of the public requested party status.

The following exhibits were marked and admitted into the record without objection:

1. **Township Exhibit 1:** Application for conditional use dated December 22, 2025, submitted by 118 Kolb Court LLC/Art of Gutter Manufacturing Incorporated
2. **Township Exhibit 2:** Correspondence dated January 22, 2026, from the Director of Codes and Zoning to property owners and the applicant notifying them of the hearing
3. **Township Exhibit 3:** Correspondence dated January 22, 2026, from the Township Secretary to applicant and property owner with legal notice for the hearing
4. **Township Exhibit 4:** Proof of publication of the public notice for the hearing

5. **Township Exhibit 5:** Affidavit of posting dated February 6, 2026, from the Director of Zoning confirming property was posted with notice of the hearing
6. **Applicant Exhibit 1:** Zoning permit for manufacturing dated September 27, 2013
7. **Applicant Exhibit 2:** Certificate of occupancy and zoning compliance for manufacturing dated December 17, 2018

Attorney John Michelin of Fisher and Fisher, Mount Pocono, represented the applicant 118 Kolb Court LLC. Mr. Michelin explained that the applicant seeks conditional use for the same type of light manufacturing activity previously conducted on the property by prior owners, consistent with the definition in the zoning ordinance at Section 400.

The witness Karim Karadachak was sworn in and provided testimony regarding the proposed use. Mr. Karadachak testified that the company will manufacture and produce gutter guards. The operation involves importing aluminum sheet coils, unrolling them, stamping them, forming them, boxing them, and shipping them out. No physical changes to the building or lot are proposed currently. No expansion of the building is planned. All operations will be conducted inside the existing building. Material that will be used in the manufacturing includes aluminum, stainless steel mesh, and cardboard for boxes for shipping. The location will have three to four assembly lines which will unroll aluminum sheets, stamp or press holes, shape the material into gutter guards, incorporate stainless steel micro mesh material, and assemble all components together using a press machine. Products are boxed and packed by hand and shipped. Consumables at the location would include basic cleaners and lubricants for machinery. There will be no painting, plating, powder coating, heat treating, or solvent finishing; all materials come pre-painted; no waste water produced from the manufacturing process; all scrap metal collected and sent to third-party industrial metal recyclers; scrap stored inside and cleared out weekly or bi-weekly and all materials and products stored inside the building. The location is anticipating employing 5 to 10 people with standard hours of operation (9a-5p); he stated that business is seasonal; summer and fall are busier periods and there may be an added second shift in the future based on need and workload. Shipping and Receiving to this location will include Daily: One parcel shipment truck (UPS-size) at end of day, approximately 5:00 PM; During busy seasons: Potentially two UPS-size trucks; Monthly: One semi-truck delivery of raw materials or large order shipment, approximately once or twice per month on average, No anticipated impact to traffic from operations. There are two full-size sprinter vans owned by the business for local deliveries within tri-state area and small material pickups.

There are seven marked parking spaces with room for additional spaces, the property connected to public sewer, bathroom and small break room planned for employee

comfort, Company has coordinated with sewer authority and shared closing documents and there is no wastewater produced aside from employee bathroom use.

The equipment at the location will include a press to stamp holes into aluminum sheets, forklift, and electric pallet jack; there will be no gasoline or fuel at the site. The noise level is equivalent to standard machinery noise which will all be conducted inside.

The business currently operates from Fairfield, New Jersey, with four employees. The entire operation will relocate from New Jersey to the Coolbaugh Township location. The applicant indicated no major changes are foreseen in the setup for at least the next year or two. Potential future plans for other light manufacturing during slow seasons are possible but not currently definite. This is a family business.

Solicitor Armstrong asked if there were any questions by the Board with the following discussions: questions regarding storage practices, sewage system capacity, future plans during slow seasons, and employee facilities. All questions were answered satisfactorily by the witness.

Solicitor Armstrong called for any public comments, none were heard.

The public hearing was closed. The Township Solicitor advised the applicant and their attorney that the Board of Supervisors will deliberate on the application and issue a written decision within 45 days of the hearing date. A verbal decision may be issued at a subsequent meeting, but the decision will not be final until the written decision is received.

Hearing closed at 6:55pm.

Submitted by: _____ Date: _____

Erin Masker, Township Secretary

Witnessed by: _____ Date: _____

William Weimer, Chairman