COOLBAUGH TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
August 4,2026

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

Board Members Present:
William Weimer, Clare Colgan, Lynn Kelly, Cara Rogan
Board Members Absent:
Alma I. Ruiz-Smith
Staff Present:
Michael Tuosto, Solicitor, Meredith Eilber, Business Manager, and Lourdes Aponte, Zoning Officer
Staff Absent:
Erin Masker, Township Secretary

Announcements
Chairman Weimer announced the following:

- 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**
   - Property owner of 1245 Fox Trail, Daniel Guckin, with Nate Guckin as representative, were in attendance to appeal a zoning violation issued for living in a park-model RV on a residential lot, citing economic hardship and long-term occupancy since 2019. They filed a Right-to-Know request to view the original complaint and asked for dismissal or a two-year extension. Solicitor Tuosto reviewed RTK response timelines and explained that RV/park-model use as a primary dwelling is generally not permitted on a residential lot. Alternative options were briefly discussed, including are referral to Bureau Veritas for other solutions and building options. The Board of Supervisors advised the residents to attend the next public work session for an update after reviewing the violation with T. Keane, the Director of Codes and Zoning.
   - Mary Ellen Wood reminded the public that the Coolbaugh Township Historical Association (CTHA) is hosting its annual yard sale on Saturday, 8/8/2026. She confirmed DPW's assistance and requested additional safety cones.
   - M. Wood notified the Board of Supervisors that Mary Barlieb, a member of the CTHA and board member of the Pocono Mountain Public Library, passed away on July 30 2026.

2. **Approval of Minutes**
   - July 21, 2026- Regular Meeting Minutes

Supervisor Kelly made a motion second by Supervisor Rogan to approve the minutes of the July 21, 2026 meeting as presented.

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

3. **Minor Subdivision Joining Lots 4034 & 4035, Section H, Stillwater Lakes Civic Association, Property Owner(s): Jahmal Allen & Jessica Romeo**

Supervisor Kelly made a motion second by Supervisor Rogan to approve the minor subdivision on condition the comments in the Township Engineer's July 16th, 2026 review are met.

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

4. **Minor Subdivision Joining Lots 49 & 51 , Block 100, Section 4, Arrowhead Lake; Property Owner(s): Patrick & Kristen Stewart**.

Chairman Weimer made a motion second by Supervisor Colgan to approve the minor subdivision.

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

5. **Gouldsboro Volunteer Fire Company Request for Release of Annual Donation in the Amount of $25,000.00 for the Purchase of Portable Radios**

Supervisor Rogan made a motion second by Chairman Weimer to approve the release of the tax funds.

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

6. **Website Monthly Maintenance Plan**

Chairman Weimer made a motion second by Supervisor Rogan to accept the proposed website maintenance plan through December 2026.

- **Discussion:** Discussion was held on the increased frequency of website attacks and hacking. Business Manager Eilber explained that the proposed maintenance plan is offered by the current web hosting/design company and that limited additional security is provided by the Township's IT providers. The Board of Supervisors gave directive to research alternative security measures for 2027.
- **Vote:** All in favor, motion passes.

7. Current Obligations

• General Fund	$ 461,355.37
• Escrow Fund	$ 25,998.14
• Sewer Fund	$ 22,807.00
Total Disbursements	**$ 510,140.51**

Supervisor Colgan made a motion second by Supervisor to pay the current obligations.

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

8. **Business Manager Comments/Updates**

Business Manager Eilber updated the Board of Supervisors on the following:

- The Board has been presented with a purchase order for tree removal services for dangerous / dead trees at the Municipal Center and DPW. DPW will provide clean up after the trees are cut.
- The maintenance clean project is in the process of completion at the Wastewater Treatment plant. The older membranes will need to be replaced in 2027 but should be ordered in 2026 to account for shipping time. A proposal will be presented at a later date for approval.

- The Bargaining Unit would like the Board of Supervisors to consider minor changes to the job title of Road Foreman and Assistant Road Foreman. An MOU will be presented in the future for the changes.
- Chairman Weimer discussed the request from Middle Smithfield for DPW assistance after last month's damaging storms. Coolbaugh Township's services were offered but not needed.
- M. Wood requested signage for Tobyhanna Creek on Rt. 423. Chairman Weimer will contact PennDOT with the request.
- M. Eilber requested an executive session for legal discussions.

9. **Solicitor Tuosto Comments/Updates**
   - None

10. **Board of Supervisors Executive Sessions**
    - Tuesday August 4, 2026 from 6:39pm – 6:41pm – Legal

11. **Adjournment**

Supervisor Colgan made a motion second by Supervisor Rogan to adjourn at 6:38pm.

NEXT BOARD WORK SESSION / MEETINGS:
At the Coolbaugh Township Municipal Center located at 5520 Municipal Drive, Tobyhanna PA 18466

- **Work Session/ Business Meeting Tuesday, August 18, 2026 at 6:00pm**

Submitted by: _____
Meredith Eilber, Business Manager

Witnessed by: _____
William Weimer, Chairman

Date: _____