

**COVINGTON TOWNSHIP BOARD OF SUPERVISORS**  
**WORK SESSION**  
**TUESDAY, SEPTEMBER 29, 2020 7:00 PM**

The Covington Township Board of Supervisors held its Work Session on Tuesday, September 29, 2020 at 7:00 p.m., at the Covington Township Municipal Building, 20 Moffat Drive, Covington Township, PA.

There were present: Thomas M. Yerke, Chairman; John Brostoski, Vice-Chairman; Joseph Setta, Supervisor; Marshall Peirce, Supervisor; Douglas A. Hein, Secretary / Treasurer and Joel M. Wolff, Esquire. Supervisor Melissa Kearney was absent.

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE:** Chairman Yerke opened the meeting with the Pledge of Allegiance at 7:00 pm
2. **AGENDA:** The agenda was accepted as presented.
3. **ANNOUNCEMENT:** Chairman Yerke stated that Executive Sessions were held on Tuesday September 8, 2020 at 4 pm for personnel; Thursday September 17, 2020 at 4 pm for personnel; and Tuesday September 30, 2020 at 6 pm for personnel.
4. **PUBLIC COMMENT:** None.
5. **MINUTES:** It was noted by Mr. Hein that the minutes were for review.
6. **BILLS:** Mr. Hein reviewed the interim bills list.
7. **TREASURER'S REPORT:** Mr. Yerke noted the report would be presented at the October 6<sup>th</sup> meeting.
8. **PLANNING COMMISSION:** Mr. Yerke reviewed the Commission's report. He noted that the Lackawanna County PC letter regarding the Fells minor subdivision was advisory in nature since the subdivision was already accepted and finalized by the Township. Mr. Hein stated that the PC recommends Chet Havenstrite, Jr. to fill the vacancy left by Marshall Peirce's resignation and that it will be on the October meeting for approval.
9. **BUILDING INSPECTOR:** There was no report.
10. **ZONING CODE ENFORCEMENT OFFICER:** There was no report.
11. **ZONING HEARING BOARD:** There was no report.
12. **ENGINEER:** There was no report.
13. **DIRECTOR OF PUBLIC WORKS:** There was no report.
14. **POLICE DEPT:** There was no report.
15. **RECREATION COMMITTEE:** There was no report.

Chairman Yerke asked Justine Yeager, Library Director and Chris Kelly, Development Director for the North Pocono Public Library to introduce themselves. They spoke about what they do, how the Library has adjusted due to COVID-19, what their new operating hours are and what their plans are moving forward.

16. **SEWAGE ENFORCEMENT OFFICER:** The updated fee schedule was reviewed and forwarded to the October 6<sup>th</sup> meeting for approval
17. **SOLICITOR:** Solicitor Wolff reviewed the proposed cable franchise agreement from Blue Ridge Cable and noted a representative will be attending the October 6<sup>th</sup> meeting. Mr. Wolff also reviewed the lease extension for Wonderful to which Chairman Yerke stated there was a request to use two vacant offices in addition to the space now leased. It was recommended that the rent be increased \$50 per month. Mr. Wolff will prepare an updated lease agreement for the October 6<sup>th</sup> meeting.
18. **ADMINISTRATIVE ACTIONS:**
  - a) **DPW director ad and job description:** Discussion was held regarding duties of the Director and placing an ad in the Scranton Times this week with resumes due October 16, 2020.

- Supervisors Setta and Peirce will be interviewing candidates. Mr. Yerke said he would like to have enough time to train the individual hired and that he may be available after the start of the year in case an emergency was to come up.*
- b) **Employee SS & Medicare tax deferral option:** Mr. Hein stated this was an option for employers to offer due to COVID-19 to their employees to defer the employee only portion of SS and Medicare taxes. These would have to be repaid by the employees in 2021. No Supervisor was interested.*
  - c) **Waive Occhipinti and Wonderful rent for October & forgive back rent:** Mr. Yerke stated the rent was waived through September and asked if anyone had paid utilities. Mr. Hein said Occhipinti had but Wonderful had paid nothing. To October 6<sup>th</sup> meeting to discuss forgiving back rent and utilities.*
  - d) **PA American Dry Dam property:** Mr. Yerke said he spoke with Bernie McGurl regarding the Township joining with the Conservation District to obtain the land. Mr. Hein said he spoke with Mark Cross from American Water. Mr. Cross would like to set up a meeting with the Township and Mr. McGurl to discuss why and how this happened as well as what their plans are for the property moving forward.*
- 19. **NEW BUSINESS:** Representatives from North Pocono Public Library previously spoke.*
- 20. **OLD BUSINESS:** Proposed guidelines for Township facilities and COVID-19 were given to the Supervisors to review and comment at the October 6<sup>th</sup> meeting.*
- 21. **CORRESPONDENCE:** North Pocono Cultural Society sent a letter regarding a youth scarecrow contest. An e-mail from Mr. Kevin Cook regarding zoning issues was reviewed.*
- 22. **SUPERVISORS COMMENTS:** None.*
- 23. **PUBLIC COMMENT:** None.*
- 24. **ADJOURNMENT:** Mr. Yerke declared the meeting adjourned at 7:35 pm.*

*Respectfully submitted,  
Douglas A. Hein, Secretary*

**APPROVED:**