

COVINGTON TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION MEETING
TUESDAY, JULY 27, 2021

The July 27, 2021, Work Session Meeting of the Covington Township Board of Supervisors was called to order with a Pledge of Allegiance at 7:20 p.m. in the Municipal Building, 20 Moffat Drive, Covington Township, PA 18444, by Chairwoman Melissa Kearney.

PRESENT: Melissa A. Kearney, Chairwoman; John Brostoski, Vice Chairman; Marshall Peirce, Supervisor; Vicki Williams, Supervisor; Chris Balish, Supervisor; Joel M. Wolff, Esquire; Melinda Musso, Secretary

AGENDA: As presented

ANNOUNCEMENTS:

Chairwoman Kearney announced that an Executive Session was held on Friday, July 23, 2021, at 1 p.m. for personnel reasons to conduct interviews for the open Grounds Keeper / Maintenance position.

Executive Session was also held on Tuesday, July 27, 2021, at 6 p.m. for personnel reasons to discuss open township positions.

MINUTES:

Chairwoman Kearney stated if there are any changes to the July 6, 2021 Monthly Meeting minutes to please notify Melinda before 12 p.m. on Monday.

BILLS: Presented as of July 27, 2021

TREASURER'S REPORT: Presented as of July 27, 2021.

Chairwoman Kearney stated the Treasurer will be present at our monthly meeting to answer any questions.

ADMINISTRATIVE ACTIONS:

Northeast Signal & Electric Co. Inc.: Chairwoman Kearney stated copies of the plans were obtained but only for one set of lights. Once the other two sets are found, copies will be made in order to submit for a quote from another company.

Vicki Williams resignation letter from Board of Auditors: This will be read, and a motion made at the monthly meeting next week.

PP&L EU Lackawanna – Pocono 49kV Line Rebuild Project: Chairwoman Kearney stated PP&L are rebuilding their pole lines and they are going through a small portion of Covington Township. She advised she will send this to the Township Engineer for review in case there are any issues even though the township has been told there's nothing we can do about it. Attorney Wolff corrected that this is 69kV. Ms. Musso advised it will be corrected.

David Lindsey estimate – Mansion Roof: Chairwoman Kearney advised his bill has been submitted and is on the bill list that will be discussed at the monthly meeting next week. She advised the mansion roof has been repaired. Vice Chairman Brostoski explained when the roof was installed, the breather pipe flashing was not done correctly. It is now completed along with better caulking around the windows. Mr. Brostoski stated the roof over the front entrance and area above the bay window was also completed. The rear entrance roof was subcontracted out to Demeck where a new roof was needed over that area due to the flashing leaking into the breezeway. Mr. Lindsey also repaired the roof on the dance studio and has now moved onto the Recycling building.

SRO hiring: Chief Klocko spoke to Dan Powell after the interviews, and they are in agreeance to hire Chris McGuire. Chris is in the process of applying for retirement and there may be a delay when he can begin. Bernie stated his department would cover any lapse there may be before Chris can start. Vice Chairman Brostoski stated the other school districts are paying a lot more money for this position in comparison to North Pocono.

Moffat Grounds Keeper / Maintenance hiring: Chairwoman Kearney stated interviews were conducted with seven applicants and one person didn't show up. They have narrowed it down to four people. References will be checked, and a decision will be announced at the meeting next week.

Liaisons: Sewer Authority and Lacka. County Tax Collection Committee's 1st Alternate: Chairwoman Kearney welcomed our two new board members and advised these appointments will be made at the meeting next week.

PLANNING COMMISSION: Report as submitted from July 21, 2021 meeting.

BUILDING INSPECTOR: No report submitted yet.

ZONING CODE ENFORCEMENT OFFICER:

No report submitted yet, but two service requests were received. One was completed regarding illegal signs and the other regarding a stagnant pool with bugs and frogs is still being worked on. Chairwoman Kearney advised she did go

out with Ron on these properties and Ron will be sending out a letter. Ms. Musso advised Mr. Donati gave her a Notice of Violation to type that will be sent certified mail. Bill Willson asked since these issues have been going on for some time, if a letter is being sent or are Notice's of Violations sent since there is a difference. Chairwoman Kearney confirmed it would be a Notice of Violation. Mr. Willson then asked about the other's located down the road and those located by Van Fleet's. Chairwoman Kearney advised that Mr. Donati will be at the meeting next week and can answer those questions, however she believes the other one on Route 435 will also be receiving a Notice of Violation. Mr. Willson told the board about new items showing up in front of that property right next to the road. Mr. Willson asked whose job it is to issue violation notices and do they have to be told to issue them. Chairwoman Kearney explained that Mr. Donati is the enforcement officer and should be sending them out on his own. Mr. Willson added that Scott VanFleet has had complaints in for well over a year and nothing has changed, but it has gotten worse. Further discussion held about the pool that's been stagnant for five years.

ENGINEER:

No report submitted yet, however, she will be reporting on the 2021 Road Project on Storm's Road and the Union Mill Project at next week's meeting. Supervisor Chris Balish stated a new part was just delivered to that area for the project.

DIRECTOR OF PUBLIC WORKS:

Chairwoman Kearney stated this position is vacant and they are going to be discussing that at the monthly meeting in detail and appointing an interim director of public works or roadmaster.

Tom Hall reported that the grading can't be done because of all the rain. The department has been filling potholes, cleaning ditches, and repairing the major washouts and fallen trees that occur with the heavy rains we've gotten. They've also been working on the playground area since a complaint was received about the excessive weeds and mud.

He informed the board of a complaint concerning potholes and water being discharged by the entrance to Foleywood. When he tried to address the issue with the resident, it didn't go well. Since that's a state road, PennDOT is now involved and will be handling it since it is illegal to discharge water out onto a state road. PennDOT will be bringing out their engineer to get this resolved and will then let the township know what will be occurring.

Tom Hall stated the service request by Danks in Skyline Acres will be addressed once they can observe the problem occurring during a rainstorm to find the exact issue at hand.

Advertise for Road Worker positions: Chairwoman Kearney stated this was discussed and would be brought up at the next meeting if it's decided to do this.

POLICE DEPARTMENT:

Chief Klocko advised the monthly report will be submitted for the monthly meeting next week. Everything has been going smoothly and they have been very busy with cases in Eagle Lake. Corporal Bastek will be attending the meeting next week in his place.

RECREATION COMMITTEE:

Chairwoman Kearney stated the committee did not meet. The township did receive a letter of interest from Elmira Brown that will be read next week at the monthly meeting. Vice Chairman Brostoski pointed out that she expressed interest in EMA also and asked if anyone knew her since the township needs another EMA Coordinator. Ms. Musso advised she has been in for some permits and is a nice person.

SEWAGE ENFORCEMENT OFFICER: No report submitted yet.

SOLICITOR:

Attorney Wolff stated he received a real estate tax assessment appeal filed by Mr. & Mrs. Hinkley concerning the property at 675 Freytown Road. On these appeals, Attorney Wolff recommends the Board give him authorization to enter his appearance so he will be able to receive notices on the status of the case.

NEW BUSINESS:

2020 Liquid Fuels Tax Fund Audit:

A copy of the report has been received for our records.

Municipal Recycling / Waste Planning Program Grant:

The township is receiving the final payment for the recycling containers already purchased.

Social media integration with new website:

Chairwoman Kearney stated with our new website, we have the option to integrate social media. Due to the current transition process in the township, Ms. Musso has been so inundated that the newsletter is affected. Chairwoman Kearney would like to see the township get a Facebook page since the Recreation Committee already has one, however, the new account would be monitored, and comments would need to be approved. This would be a great way to get the township information out to our residents. Ms. Musso explained the website has already been setup to accommodate adding social media so there wouldn't be any extra programming costs, but

there will be a small charge for setting it up and getting it linked with our website. When this occurs, the updates made to the news post would also post to Facebook. Once residents start following our Facebook page, they will get a notification when the township posts something new. There was a discussion on different restrictions and screening comments, including the option of not allowing any comments to be made on the page. Ms. Musso stated if approved, it would take 15-30 minutes for the programmer to complete the final setup.

OLD BUSINESS:

Chairwoman Kearney advised we are keeping these items on the agenda to show everyone we are not forgetting about any of these items.

Fire Tax:

This won't be address until budget time.

Roof leaks/issues at Senior Center, dance studio building and Recycling Center:

Chairwoman Kearney stated these issues are what Supervisor Brostoski spoke about earlier.

Pillar repairs on Moffat Drive:

We are looking into getting these repaired.

Sign Ordinance:

Chairwoman Kearney stated this will be for the two new supervisors and it's been talked about for years. Ms. Musso clarified that it wasn't just for signs, but also some other recommendations of changes suggested by Mary Liz Donato & our former Zoning Officer, William Wright. Chairman Kearney advised this will be addressed on the September agenda.

Appoint new EMA Coordinator:

Supervisor Peirce stated he brought it up at the fire department and has not yet received any feedback because they were busy with their picnic. He advised he will ask again at their next meeting.

Moffat Mansion boiler:

Chairwoman Kearney stated the old boiler has been removed and we are waiting for the new one to come in.

Camera system:

Chairwoman Kearney advised this has already been approved, but we are just waiting for the installation to begin in August.

Zoning map update:

Ms. Musso advised there were some zone changes that are not reflected on the current map. Attorney Wolff advised this update should be done sooner than later. There was a discussion of about two areas that needed to be updated along Route 435 & Scranton Pocono Highway.

CORRESPONDENCE:

7/9/21 Lacka. County Conservation District re: NP Covington Twp LLC's NPDES permit review

7/14/21 Letter from Spring Brook Township re: proposed meeting with N.P.C.O.G. & local volunteer fire & ambulance companies:

Chairwoman Kearney stated we have not gotten anything from NPCOG yet about a meeting.

7/19/21 Letter from Ashburn Advisors, LLC re: DCED CFA Multimodal Grant for Route 435 Driveway and Traffic Improvement project:

There was a discussion that this is on behalf of JAC Realty, Inc. by the Community Bank & Liberty Drive.

7/24/21 Email from Bryan Williams re: volunteer professional painting services for restoring mansion window trim:

Supervisor Peirce commented this was a generous offer coming from a professional painter. Supervisor Williams stated he has his own insurance. Chairwoman Kearney asked if he could attend the meeting next week to answer any questions.

SUPERVISOR COMMENTS:

Supervisor Peirce requested Mr. Lindsey receive a key temporarily for the Recycling Center while he is working there. There were major issues found with the Recycling Center roof and the contractor has requested him and Vice Chairman Brostoski to meet with him in the morning. There was a discussion about contacting Dave Hess for a professional opinion on repairing the issues at hand. Supervisor Peirce also stated the serious problems including a lot of screws in the tin roof that are along side of the 2x4's that are supposed to be in the wood. There are also some screws that were put in that didn't hit anything, the screw was removed, caulking was added to the hole, however, the caulking fell through. Additionally, some holes don't even have caulking in them, and this has caused significant damage.

There was a discussion on the repairs that were done to that building three years ago by Paul Scotch on Union Mill Road. Tom Hall stated when those repairs were done, Mr. Scotch had 2 kids on the roof doing the work. There was a discussion about a 3-foot wall that was installed three years ago but Tom Hall stated it didn't seem to be helping anything at this time because it's not even pushed up by the posts and it's still 1 ½ inches from the truss. Supervisor Balish stated what Mr. Lindsey has done so far has helped straightened it out. Supervisor Balish stated he has photos of where the previous contractor made multiple attempts of getting screws into the wood, completely missed, kept trying, then subsequently filled the excessive holes with silicone or caulk. Mr. Willson stated he believed the township paid approximately \$27,000 at that time. Tom Hall stated there are sheets that have so many holes in them that it may be more profitable to replace the sheets instead of trying to replug all the holes. Roz Davis asked if this affected a main support beam and Supervisor Balish stated it was a truss. Tom Hall also reported water coming into the garage through a light fixture when it rains. Supervisor Peirce noted that Vice Chairman Brostoski has done a great job getting David Lindsey to work on a couple of township buildings because he does nice work.

Supervisor Peirce asked if there's anyone to help the fire company with grant writing from Lackawanna County because they really need to replace two furnaces in their fire station. Ms. Musso stated she would contact Joyce Hatala for information and will have her contact him.

PUBLIC COMMENT:

Tom Hall asked what they should do about recycling now with no one being allowed in the building. It was suggested that it be conducted outside as much as possible.

Bill Willson told Supervisor Peirce he would want to look at the Lackawanna County Community Development Block Grant.

ADJOURNMENT:

ON MOTION, duly made (Brostoski), seconded (Williams) and carried to adjourn at 8:08 p.m.

Respectfully submitted,
Melinda Musso, Secretary

Approved: