

**COVINGTON TOWNSHIP SUPERVISORS
MONTHLY WORK SESSION
MAY 30, 2023**

The Covington Township Board of Supervisors held their monthly work session on Tuesday, May 30, 2023 at 7 p.m. at the Covington Township Municipal building, Moffat Estate, 20 Moffat Drive, Covington Township, PA 18444.

There were present: Chairwoman Melissa Kearney, Vice Chairwoman Vicki Williams, Supervisor Marshall Peirce, and Attorney Joel Wolff.

Also present: Police Chief Robert Bastek.

Absent: Supervisor Wanda Andreoli and Supervisor William Willson

Agenda: The following items were added to the agenda for discussion purposes only: Pavilion Manager, LSA grant; Township Manager.

Announcements: An executive session was held on Wednesday, May 24, 2023 immediately following the public hearing to discuss legal issues and an employee raise.

Public Comment: No public present.

Minutes: The minutes will be available for next week's meeting.

Bills: The bill list will be available at next week's monthly meeting.

Treasurer's Report: The treasurer's report will be available at next week's monthly meeting.

Administrative Actions:

Chris Balish return to work: Chairwoman Kearney stated Chris Balish returned to work on May 8, 2023. His annual raise will be decided at the meeting next week.

Zoning academy: Zoning secretary Dawn Coco will attend this 2-day class. We will need to get her a hotel room and pay for the cost of the class. This will be voted on at next week's meeting.

Township Manager: Chairwoman Kearney asked that the board of supervisors give some thought into hiring a township manager. She is throwing this out there right now, so we can consider this at budget time. She feels that the township is growing and would benefit from a township manager.

Zoning book/re-zone: Atty. Wolff has spoken with Mary Liz Donato of the County regarding the comprehensive plan. He reported that she informed him that in either June or July, the county will have the cost of the comprehensive plan for all interested municipalities. Once they figure out who is in, they will begin the process for the county. He explained briefly how this project will work regarding our zoning. She advised that it may take 2 years. A short discussion ensued regarding the zoning for the township and the zoning for Eagle Lake. Chairwoman Kearney advised she would like all supervisors to give thought on moving forward with re-doing the zoning code book. It was advised that the board take serious consideration in joining the county in the comprehensive plan.

Property Maintenance Code: David Hall, zoning officer, is asking that the township adopt a property maintenance code. A copy of the property maintenance code was available for review by the board of supervisors. Chairwoman Kearney stated this code has not been adopted Nationally, so the township can adopt the entire code, or piece it out. David Hall is reviewing the code to see what works for our township. Supervisor Peirce would like a little more information on this code as we are a rural area, and some things may not pertain to the township.

Driveway Update Permits: This was suggested by Roadmaster Hall. It will be a good way to be sure driveway updates, such as paving, pipes, etc. don't interfere with township roads. Supervisor Peirce advised the secretary to reach out to PSATS to see if anyone has a permit for driveway updates.

Business Licenses: Chairwoman Kearney would like the township to adopt an ordinance to have all businesses within the township apply for and receive a business license. She asked that all board members consider this for a future conversation.

Covington Lake Estates, Phase #9: A resolution for this phase will need to be read and adopted at the meeting next week. This has already been approved with contingencies back in March, and the contingency has been met, so we can move forward with this.

Pavilion Manager: Only one (1) application has been received. Bill Beavers has applied for the position of pavilion manager. It was read that an auditor can not hold both the auditor position and be an employe of the township. Chairwoman Kearney informed Mr. Beavers of this, and he stated that he would resign as an auditor if he was offered the position of pavilion manager. This will need to be voted on at a regular monthly meeting.

LSA grant: Chairwoman Kearney reported the township is receiving \$100,000 for the LSA grant. Supervisor Peirce will report on this under the DPW Director report.

Planning Commission: No report received.

Building Inspector: No report received.

Zoning Code Enforcement Officer: No report received.

Engineer: Chairwoman Kearney advised that MaryLou Butler will be recommending the approval of the Lozenski lot improvement at the meeting.

Solicitor: Atty. Wolff spoke on the zoning update earlier in the work session.

Director of Public Works: A bid was received from Bradco for the wing plows, and we are still waiting on a bid from Powell's. Supervisor Peirce spoke with Ryan Martin about millings that he has. Mr. Martin will give the township the millings he has received, and the township will need to give fill dirt to Mr. Martin in return. When Mr. Martin is ready, we will have the township employees deliver the fill to his property where the millings were removed. Supervisor Peirce also advised that Dave Lamm secured a donation of multiple 15" sluice pipes to the township from the last lot in the Industrial Park. Supervisor Peirce feels the township won't have to purchase pipe for many years.

Roadmaster: No report received.

Moffat Maintenance: Supervisor Peirce advised that he told Jay Hallock, Moffat maintenance, to go to Williams garden center to get a bucket of dirt for the estate and if he didn't like that dirt, he should go to Fischer Brothers and try their dirt. The road to the pond will be getting repaired this year. Chairwoman Kearney has spoken with the Roadmaster as he knows what needs to be done. He originally thought the cost to fix the road would be around \$1,500 for the pipe, but Supervisor Peirce pointed out that we now have the pipe, so it won't cost that much.

Police Department: The supervisors advised Chief Bastek that they would like him to keep all calls in Clifton Township separated in his monthly report. The township should start billing Clifton Township when the police department responds to calls within their township, as Chief Bastek reported they respond to Clifton Township often. It was discussed that the other municipalities within our area have police coverage and our police department does not respond to many calls in other areas, however, they respond to multiple calls within Clifton Township. Chief Bastek reported that he received permission to begin the paperwork for applicant Angelika Matuszelanski for part-time employment. She will be voted on at next week's meeting. Chairwoman Kearney advised she was interviewed by herself, Supervisor Willson, and Chief Bastek and they feel she will be an asset to the township. A discussion ensued on police coverage within Eagle Lake over the Memorial Day weekend, and throughout the summer months.

Recreation Committee: Chairwoman Kearney mentioned the Recreation committee held their monthly meeting and they will be asking for a budget for a fishing derby they would like to hold in June.

Sewage Enforcement Officer: Missy and Dawn have met with KBA and feel that the kinks have been worked out and the sewer permitting process will run smoothly. KBA has picked up the flash drive and reviewed the current projects within the township.

New Business: None.

Old Business: Supervisor Peirce questioned the Short-term Rentals and the septic in Eagle Lake. Preferred Management has been in contact with Eagle Lake and as of this time, there has not been any update.

Correspondence: A thank you note has been received by the North Pocono High School thanking the township for the use of the light towers for their recent track meet.

Supervisor Comments: None.

Public Comment: No public present.

Adjournment: ON MOTION duly made (Williams) seconded (Willson) and carried to adjourn the work session at 8:08 pm.

Respectfully submitted:
Melissa Kearney, Secretary

Approved: *Wanda Andrusch*

10-6-23