

**COVINGTON TOWNSHIP SUPERVISORS**  
**MONTHLY WORK SESSION**  
**JULY 25, 2023**

The Covington Township Board of Supervisors held their monthly work session on Tuesday, July 25, 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, Supervisor Wanda Andreoli, Supervisor William Willson, and Attorney Samantha Hazen.

Also present: Officer Brian Layland.

**Agenda:** There were no changes to the agenda.

**Announcements:** There were no announcements.

**Public Comment:** No public present.

**Minutes:** The minutes of the July 6, 2023 monthly meeting were given to the Board of Supervisors for review.

**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:**

**BHW Construction Consultation Services, Inc.:** Jason Humenanski from BHW Construction Consultation Services, Inc. was present to meet with the Board to discuss their services as Zoning Officer/Code Enforcement Officer for the township. Chairwoman Kearney advised she spoke with Attorney Wolff who asked that the Board clarify what codes the Code Enforcement Officer would be enforcing. The supervisors had the opportunity to question Jason on the procedures of how they would handle complaints, service requests, etc. A discussion ensued on the adoption of the Property Maintenance Code. The fee for the services of BHW will be \$55 per hour with no additional fees for incidentals. They are willing to hold office hours and attend meetings as necessary. The only thing the supervisors will need to decide on is if they want to hire BHW, and if so, what their duties will be. An executive session will be held prior to our next meeting to discuss. Chairwoman Kearney advised that BHW currently serves as the assistant Building Inspector to Dave Lamm with no problems.

**Tax Claim ~ (2) Properties:** There are 2 properties going up for a Judicial Tax Sale. A discussion was held, and it was determined that (1) property is in Eagle Lake and (1) property is located on Private Drive within the township.

**Resolution #2023-11:** Missy explained that she and Dawn are in the process of purging records and cleaning up the records room on the 2<sup>nd</sup> floor. Any official township record that is to be destroyed needs to be approved by the Pennsylvania Historical and Museum Commission (PHMC). The first step in this process is passing a resolution stating the township's intention to follow the PHMC's schedules and procedures for destroying official township records.

**Disposition of Tax Records:** The process for getting rid of official township records was explained. A list of the first set of records that are to be destroyed was given to all board members. A resolution with these records listed will be read at next week's meeting to be approved by the Board of Supervisors.

**Planning Commission:** The planning commission will be recommending approval for the Mavis Tire project. There will be a few contingencies; this will be discussed with Mary Lou at the meeting.

**Building Inspector:** No report.

**Zoning Code Enforcement Officer:** No report.

**Engineer:** No report.

**Solicitor:** Atty. Hazen advised that Atty. Wolff is working on the developer's agreement for both Mavis and Nammo Pocal. He is awaiting the escrow amounts for both and the notes from the Planning Commission with their recommendation of Mavis Tire.

**Director of Public Works:** Supervisor Peirce mentioned that prior to the Board of Supervisors signing the Nammo Pocal plans, they needed approval from the Fire Chief, and this has not happened yet. He also questioned the status of the apartment above the garage for the Jr. Trojans Football storage. A discussion ensued. He will check with Jay on the status of this.

**Roadmaster:** No report.

**Moffat Maintenance:** Chairwoman Kearney reported the painting is being completed.

**Police Department:** No report.

**Recreation Committee:** The fishing derby was held and was a success.

**Sewage Enforcement Officer:** No report.

**New Business:** None.

**Old Business:**

**Nammo Pocal Contingencies:** The board will ask Mary Lou for an update on the contingencies at the meeting.

**County Comprehensive Plan:** Missy attended the COG meeting in July. She presented the board with the packet that was presented by the County on the Comprehensive plan and reviewed some notes of the COG meeting. The estimated cost for the township to join will be \$10,108.22 which includes re-doing our zoning. The county will need a definitive answer by the end of this year. They will be attending the COG meeting in the fall to answer any further questions and provide the Resolution that will need to be passed by any township wanting to join the County plan.

**Five C's apartments:** This will be discussed at next week's meeting. The Board of Supervisors are looking for an update on the removal of the sign and the status of the certificate of occupancy.

**Wind Turbine:** Missy reported that she spoke with Al Kearney, director of 911 and 911 Communications, about removing the 911 tower from the turbine and after speaking with him, he stated the county is willing to pay for the repairs to, or replacement of, the wind turbine so they can keep their 911 tower on it. She spoke with Supervisor Peirce about this, and it was decided to allow the county to either repair or replace the wind turbine, along with the guide wires and yearly maintenance. She sent the estimates to Al Kearney and is awaiting the county's final decision. Once this is received, the board will have Atty. Wolff draft an agreement between the county and the township.

**Correspondence:**

The 2022 Annual Report of the Lackawanna Valley Conservation was received. Supervisor Williams asked if they advised what was allowed to occupy the gatekeeper's house. The answer was no.

Earl Granville will be the guest speaker for the county convention dinner to be held in August. His bio was given to all board members.

**Supervisor Comments:** Supervisor Andreoli questioned HVAC in the pavilion. A discussion ensued and it was discussed that it would not be cost effective to have HVAC installed.

**Public Comment:** No public comment.

**Adjournment:** ON MOTION duly made (Andreoli) seconded (Williams) and carried to adjourn the work session at 8:15 pm.

Respectfully submitted:  
Melissa Kearney, Secretary

Approved:

