

**COVINGTON TOWNSHIP SUPERVISORS
MONTHLY MEETING
AUGUST 1, 2023**

The Covington Township Board of Supervisors held their monthly meeting on Tuesday, August 1, 2023 at 7 p.m. at the Covington Township Municipal building, Moffat Estate, 20 Moffat Drive, Covington Township, PA 18444. Chairwoman Kearney called the meeting to order with the Pledge to the Flag.

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

Also present: Police Chief Robert Bastek, Building Inspector Dave Lamm, Roadmaster Tom Hall, and engineer Mary Lou Butler.

Agenda: ON MOTION, duly made (Willson), seconded (Andreoli) and carried to approve the agenda as presented.

Announcements: An executive session was held on Tuesday, August 1, 2023 at 6:00 pm to discuss personnel issues regarding zoning.

Public Comment: Roz Davis suggested that EMA Coordinator be added to the list of vacancies within the township and consider reimbursement for their time.

Minutes: ON MOTION, duly made (Peirce), seconded (Williams) and carried to accept the minutes of the July 6, 2023 monthly meeting and the July 25, 2023 work session. Roz Davis objected to the minutes being voted on without them being made public first. A discussion ensued regarding the Sunshine Act and Right to Know Law.

Bills: Chairwoman Kearney asked that a bill, that came thru today, be added to the bill list for this evening. The bill is a reimbursement to Tom Hall in the amount of \$637.68 for materials purchased for the deck being built on the Moffat garage. She advised he did attempt to use the township card but had difficulties, so he paid for the items himself. ON MOTION, duly made (Williams), seconded (Andreoli) and carried to add the reimbursement bill for Tom Hall to the bill list for tonight. ON MOTION, duly made (Peirce), seconded (Andreoli) and carried to pay the bills as amended.

Treasurer's Report: ON MOTION, duly made (Willson), seconded (Williams) and carried to accept the treasurer's report as presented.

Administrative Actions:

Hire zoning officer/code enforcement officer: A brief discussion was held regarding the duties of the zoning officer and code enforcement officer. The code enforcement officer would enforce the zoning codes, and in the event a property maintenance code is adopted, they would enforce that also. Dave Lamm will continue to enforce building codes as the building inspector. ON MOTION, duly made (Willson), seconded (Williams) and carried to have Dave Lamm continue the zoning officer duties, including permits and planning commission questions with a pay rate to remain the same as was previously set. ON MOTION, duly made (Andreoli), seconded (Williams) and carried to hire BHW Construction Consultation, Inc. as the code enforcement officer at a rate of \$55.00 per hour.

Land Bank, 2 properties: The township received notice that the land bank would like to acquire 2 Properties within Eagle Lake, one located on Sailor Street, and one located on Starlight Lane for recreational purposes. ON MOTION, duly made (Peirce), seconded (Willson) and carried to allow the Land Bank to acquire the 2 properties.

Lackawanna County Tax Claim Judicial Sale, 2 properties: The township received notice of 2 properties going to the Judicial Sale of Lackawanna County. One property is located on Recreation Run in Eagle Lake, and the other is on Private Drive, off Yostville Road. The township will receive tax revenue from the sale. ON MOTION, duly made (Andreoli), seconded (Williams) and carried to accept these properties for the Judicial Tax Sale.

Lackawanna County Repository Sale: The township received notice of 2 properties located within Eagle Lake, that will be on the Repository Sale. One property is located on Delbert Drive and the

other is located on Holiday Drive. *ON MOTION, duly made (Williams), seconded (Andreoli) and carried to allow the sale of these 2 properties.*

Resolution #2023-11: Chairwoman Kearney read Resolution #2023-11, Declaring Its Intent to Follow the Schedules and Procedures for Disposition of Records as Set Forth in the Municipal Records Manual. *ON MOTION, duly made (Willson), seconded (Andreoli) and carried to adopt Resolution #2023-11.*

Resolution #2023-12: Chairwoman Kearney read Resolution #2023-12, Authorizing Disposition of Township Records. Supervisor Peirce commented on the calculation of the cubic feet mentioned in the Resolution. Roz Davis inquired about the records that were mentioned and the digitization of township records. Chairwoman Kearney advised the records mentioned will not be digitized. *ON MOTION, duly made (Williams), seconded (Andreoli) and carried to adopt Resolution #2023-12.*

Planning Commission: The monthly report was reviewed. The planning commission recommended approval for the Mavis Tire project. Mary Lou Butler advised there were only 2 remaining contingencies, the developer's agreement and signatures. Atty. Wolff advised he has a draft of the Developer's Agreement. *ON MOTION, duly made (Andreoli), seconded (Peirce) and carried to approve the Mavis Tire plans with contingencies to be followed up by Mary Lou Butler. ON MOTION, duly made (Willson), seconded (Peirce) and carried to accept the Planning Commission report as submitted.*

Building Inspector: Dave Lamm reviewed his monthly report. *ON MOTION, duly made (Williams), seconded (Andreoli) and carried to accept the building inspector's monthly report as submitted.*

Zoning Code Enforcement Officer: The zoning code enforcement officer's report was reviewed. This position will be broken out in the future to reflect the zoning office and the code enforcement officer. *ON MOTION, duly made (Andreoli), seconded (Williams) and carried to accept the zoning code enforcement officer's report as submitted.*

Engineer: Mary Lou Butler reviewed her monthly report. She advised the Multi-modal grant was submitted. There were no new updates on the Nammo Pocal project. *ON MOTION, duly made (Andreoli), seconded (Willson) and carried to accept the engineer's monthly report as submitted.*

Solicitor: Atty. Wolff advised he has drafts for both the Nammo Pocal and the Mavis Tire projects. He will get them to the board for their review. *ON MOTION, duly made (Williams), seconded (Peirce) and carried to accept the Solicitor's report as submitted.*

Director of Public Works: Supervisor Peirce had nothing to report.

Roadmaster: Tom Hall reviewed his monthly report. A discussion was held on the brush near Independence Ridge. Tom will check it out on his morning inspections. *ON MOTION, duly made (Peirce), seconded (Andreoli) and carried to accept the Roadmaster's monthly report.*

Moffat Maintenance: No report received.

Police Department: Chief Bastek reviewed his monthly report. *ON MOTION, duly made (Andreoli), seconded (Williams) and carried to accept the police department's monthly report.* Supervisor Willson asked about the new employees. Chief Bastek informed the board they are working out well. Destiny Frisbie graduated and took her state exam today. We should have the results within the next few days.

Recreation Committee: Chairwoman Kearney reported the Fishing Derby was held in July with good attendance. *ON MOTION, duly made (Williams), seconded (Andreoli) and carried to accept the Recreation Committee's monthly report.*

Sewage Enforcement Officer: No report.

New Business: None.

Old Business:

County Comprehensive Plan: The county will attend the NP COG meeting in October with a resolution the township will need to adopt by the end of the year. The cost for joining the county comprehensive plan, at this time, will be \$10,108.22.

Five C's apartments: The plans have been completed; Dave Lamm will need to do a final inspection. The other issue is the sign. We will have BHW Construction Consultation Services, Inc. look into this issue.

Digitize Municipal Records: Missy and Dawn are still in the process of comparing the 2 quotes that have been received. Both companies are CoStars dealers.

Correspondence: The report from the Lackawanna Valley Conservancy was received advising of the monitoring visit for the Moffat Estate from 2022. No further information has been received from Bernie McGurl. The information regarding the County Convention was also received. Earl Granville will be the guest speaker.

Supervisor Comments: Supervisor Peirce commented that the Covington Ambulance set 2 records in the month of July by transporting 92 patients and responded to 39 calls within Covington Township alone.

Public Comment: No public comment.

Adjournment: ON MOTION duly made (Williams) seconded (Kearney) and carried to adjourn the meeting at 7:41 pm.

Respectfully submitted:
Melissa Kearney, Secretary

Approved:

