

**COVINGTON TOWNSHIP SUPERVISORS
MONTHLY MEETING
OCTOBER 3, 2023**

The Covington Township Board of Supervisors held their monthly meeting on Tuesday, October 3, 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/Secretary Melissa Kearney, Vice Chairwoman Vicki Williams, Supervisor Marshall Peirce, Supervisor Wanda Andreoli, and Attorney Joel Wolff.

Also present: Building Inspector Dave Lamm, Roadmaster Tom Hall, and engineer Mary Lou Butler. Police Chief Robert Bastek arrived late due to an investigation he was on.

Absent: Supervisor William Willson

Agenda: Chairwoman/Secretary Kearney announced there were two (2) corrections on the agenda. She advised that under the Bill List and Treasurer's Report, it says "available next week"; she stated they were typos and that the bill list and the Treasurer reports are available and have been given to all Supervisors and placed on the tables for the public. ON MOTION, duly made (Williams), seconded (Andreoli) and carried to accept the agenda as presented.

Announcements: Chairwoman Kearney announced an executive session was held immediately following the Sept. 5th meeting to discuss personnel with the police department and an executive session was held at 6:15pm on Tuesday, September 26th immediately preceding the work session to discuss legal issues regarding Eagle Lake.

Public Comment: Roz Davis commended the Public Works Department for the work they're doing on Old Schoolhouse Road under the direction of Roadmaster Tom Hall. North Pocono Public Library representatives, Chris Kelly and township resident Catrina Havenstrite were present. They discussed the activities and financial status of the library and handed out bookmarks and a calendar of events to all attendees of the meeting.

Minutes: ON MOTION duly made (Andreoli), seconded (Williams) and carried to accept the minutes of the September 5, 2023 monthly meeting, September 25, 2023 Budget Workshop and the September 26, 2023 work session. ON THE QUESTION, Roz Davis objected to voting on the minutes because of Sunshine Act and Right To Know violations.

Bills: Vice Chairwoman Williams questioned the Paragon Insurance Payment, asking which quarter the payment was for. Chairwoman/Secretary Kearney advised that the policy just recently renewed, she believed in May. ON MOTION, duly made (Williams), seconded (Andreoli) and carried 3-1 to pay the bills as presented. Supervisor Peirce voted no.

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

Administrative Actions:

Appoint Scott VanFleet as member of ZHB: A letter was received from the Zoning Hearing Board requesting the appointment of Scott VanFleet as a full member of the Zoning Hearing Board. ON MOTION, duly made (Andreoli), seconded (Kearney) and carried to appoint Scott VanFleet as a member of the Zoning Hearing Board.

Resignation of Angelika Matuszelanski, part-time police officer: A letter of resignation was received from Angelika Matuszelanski, part-time police officer, due to emergent family matters. ON MOTION, duly made (Williams), seconded (Andreoli) and carried to accept the resignation with regrets from Angelika Matuszelanski.

Approve separate meter base for 12 John J. Michaels Drive: An estimate in the amount of \$3,427.29 was received from Horsky Construction for the installation of a separate meter panel for the basement of 12 John J. Michaels Drive. ON MOTION, duly made (Peirce), seconded (Williams) and carried to move forward with the installation of the separate meter panel at 12 John J. Michaels Drive by Horsky Construction.

Set public hearing date for Two (2) Ordinances: The BOS would like to set a date to pass (2) ordinances, (1) for a Property Maintenance Ordinance and (1) for an Emergency Response Payment Reimbursement Ordinance. ON MOTION, duly made (Williams), seconded (Andreoli) and carried to set the date of Tuesday, November 14, 2023 at 6:30 p.m. for the Property Maintenance Ordinance with the Emergency Response Payment Reimbursement Ordinance to follow immediately after the conclusion of the Property Maintenance Ordinance Hearing.

Resolution #2023-14 ~ Revision of Driveway Ordinance to include permits for alterations and improvements: A discussion was held advising why we would like to implement this resolution and whether the BOS should re-do the ordinance or adopt a Resolution to require permits for driveway improvements. This resolution would address issues with stormwater management if property owners were to improve their existing driveways. It was decided to table this discussion until next month so Atty. Wolff can review the current driveway ordinance to see the best plan of action.

Planning Commission: The planning commission's monthly report was reviewed. Eddie Davailus attended the planning commission's work session for the subdivision of property located on Jubilee Road. He did not return to the planning commission's regular meeting so there is no action needed at this time. Adam Kieselowsky was present at their monthly meeting to present plans for the subdivision of property located on Winship Road. There was a request made by the planning commission to show the location of the driveway and the permit number on the map. The planning commission recommends the Board of Supervisors approve the Kieselowsky subdivision with the above-mentioned contingencies. Chairwoman/Secretary Kearney advised there have been no updated maps turned into the office, so this was tabled until next month. ON MOTION, duly made (Williams), seconded (Andreoli) and carried to accept the Planning Commission's monthly report.

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

Zoning Officer: Dave Lamm reviewed the zoning officer's monthly report. He also reported there will be a zoning hearing board hearing on October 19, 2023 because he denied a sign permit for Kost Tire for a second moveable sign. They are requesting a variance for this sign. Chairwoman Kearney reported a Zoning Certificate Of Use has been received for the Five C's Realty Conditional Use stemming from the public hearing previously held. ON MOTION duly made (Williams), seconded (Peirce) and carried to accept the zoning officer's report.

Code Enforcement Officer: Chairwoman/Secretary Kearney advised there is no report, although she did speak with Carl from BHW. He informed her that he has not begun working on our issues yet because BHW has been very busy, but he assured her that he will begin working on our township items later this week, or early next week, even stating that he would come to our township building to complete this. He questioned whether the township has adopted the Property Maintenance Code, and asked if the township has hired a Zoning Solicitor. Chairwoman Kearney advised him that a hearing date will be scheduled for the Property Maintenance Code and that she was told the township could use the zoning solicitor for BHW. Carl stated they do not have one, but he did provide the name of an attorney who is interested. Chairwoman/Secretary Kearney will follow up and report back. Roz Davis questioned the status of previous zoning solicitor, Atty. Sheils. She was advised that Atty. Sheils was appointed as the Zoning Hearing Board attorney at the September monthly meeting.

Engineer: Mary Lou Butler reviewed her monthly report. The LSA grant has been completed and submitted and she has completed the questions for the county GIS system. She also advised there is another LSA grant, which is statewide, if the supervisors are interested in applying for this. Supervisor Peirce questioned the amount we could request and advised the Chairwoman will be in contact with her to complete the application. She also reported we are still waiting on the County Conservation Grant, as they were supposed to hold their meeting in September, but it has been rescheduled until November; this would be for Bailor Road. Supervisor Peirce mentioned he measured the road in Glen Meadows, figuring the rough cost to fix that road would be around \$270k. He asked Mary Lou to look at this road

to see if parts of this road could be milled and filled. ON MOTION duly made (Kearney), seconded (Williams) and carried to accept the Engineer's monthly report.

Solicitor: Atty. Wolff updated the board on the wind turbine and the county's takeover of this. He has been in touch with the county solicitor, and they are working on an agreement for a long-term lease. ON MOTION duly made (Williams), seconded (Andreoli) and carried to accept the Solicitor's report as submitted.

Director of Public Works: Supervisor Peirce deferred his report to the Roadmaster's report.

Roadmaster: Tom Hall reviewed his monthly report. He would like to rent a bucket truck from Billy Cintron, who is selling this truck, for one day for \$500.00. The truck is for sale for \$28k and he may be interested in having the township acquire this bucket truck. He has also provided the board with an estimate of \$1,200 from Mattern Logging to cut down (3) dead trees on Old Schoolhouse Road. Supervisor Peirce reported that he reached out for another estimate, but it was not received. ON MOTION, duly made (Peirce), seconded (Andreoli) and carried to accept the estimate from Mattern Logging. ON THE QUESTION, Roz Davis questioned a 4th tree that is on the corner of Old Schoolhouse Road and State Route 502. Roadmaster Hall will look at this tree, however, he believes it favors State Route 502, so that will be a state issue. Supervisor Peirce advised that the bucket truck is over the limit the township is allowed to spend without bidding, so we would not be able to acquire this truck. A discussion was held regarding the rental of the truck. It was decided to table this so the Board of Supervisors can discuss it further. Roz Davis questioned if this truck would be needed to remove the large trees on Old Schoolhouse Road. Supervisor Peirce advised her that the board has already approved the removal of the trees. Chairwoman/Secretary advised that the search has begun for the shredder and the gate at the recycling center since the grant has been won. Supervisor Peirce reminded Roadmaster Hall about the county tire recycling. ON MOTION duly made (Peirce), seconded (Williams) and carried to accept the Roadmaster's monthly report.

Moffat Maintenance: No report received. Chairwoman Kearney reported the painting of the exterior windows is underway and the picture frames for the photos taken by Grace E. Moffat have been received and are in the process of being assembled. She is hopeful they will be hung by the next monthly meeting.

Police Department: Chief Bastek reviewed his monthly report. He also reported the computer has been installed in car # 2 and he is hopeful the county will be able to get the computers up and running by the end of the month. Chairwoman Kearney advised that at last month's meeting, it was approved that Officer Grube take a taser certification class in the amount of \$350.00. Upon Officer Grube's registering for the class, it was determined that the actual cost was \$495.00. Officer Grube took the class. ON MOTION duly made (Williams), seconded (Andreoli) and carried to accept the police department's monthly report.

Recreation Committee: The next monthly meeting will be held on October 19th at 7:00 pm to discuss the Christmas Tea.

Sewage Enforcement Officer: Chairwoman Kearney reviewed the SEO's monthly report. ON MOTION duly made (Andreoli), seconded (Williams) and carried to accept the SEO's monthly report as submitted.

New Business: None.

Old Business:

Update on DPW's new truck: The truck is built and was scheduled to be transported to the dealer on September 25th. The dealership should begin adding the box and the accessories that we ordered on October 10th with an estimated delivery date, to the township, by the end of the month. Chairwoman/Secretary Kearney will contact the dealership in the middle of October to be sure they are still on schedule.

Correspondence:

Liquid Fuels Estimate (2024): The estimated liquid fuels allocation for 2024 is \$118,665.58. Chairwoman/Secretary Kearney advised the Independence Ridge Roads are not on our Liquid Fuels yet. She spoke with Jeff Roback from PennDOT who advised he is hoping to get them in our inventory next week, so hopefully they will be included in the allocation for 2025.

Letter from Atty. Daniel Penetar, III: A letter was read from Atty. Daniel Penetar, III acknowledging receiving his termination letter and thanking everyone for the opportunity to serve the township.

Letter from PennDOT regarding bridge repair work: PennDOT will be repairing the bridge on Route 307 that goes over Interstate 380. This work is estimated to begin in 2025. There is a questionnaire that needs to be completed by November 1st.

Supervisor Comments: Supervisor Peirce questioned when the next budget meeting is; the answer being Monday, October 23rd at 5:00 pm.

Public Comment: Len Ashman, Center Street resident, voiced concerns over a dead tree on the property of the old Fox and Hound (Jacque's). His concerns are that if this tree were to come down, it might hit his vehicles and his house. Chairwoman Kearney advised Mr. Ashman to complete a service request and she will forward it to the code enforcement officer.

Adjournment: ON MOTION duly made (Williams) seconded (Andreoli) and carried to adjourn the meeting at 8:02 pm.

Respectfully submitted:
Melissa Kearney, Secretary

Approved: 11-7-2023

Wanda Andreoli