

**COVINGTON TOWNSHIP SUPERVISORS
MONTHLY WORK SESSION
OCTOBER 29, 2024**

The Covington Township Board of Supervisors held their monthly work session on Tuesday, October 29, 2024, at 7 p.m. at the Covington Township Municipal building, Moffat Estate, 20 Moffat Drive, Covington Township, PA 18444.

There were present: Chairwoman/Secretary Melissa Kearney, Vice Chairwoman Vicki Williams, Supervisor/DPW Director F. Marshall Peirce, Supervisor William Willson, and Attorney Joel Wolff.

Also present: Police Chief Jeff Lamm.

Absent: Supervisor Wanda Andreoli.

Agenda: There were no changes to the agenda.

Announcements: Chairwoman/Secretary Kearney advised we will be discussing the 2025 budget preparation later in the work session, although it is listed under Administrative Actions.

Public Comment: None.

Minutes: Chairwoman/Secretary Kearney asked all board members to review the draft minutes of the October 1, 2024 monthly meeting. She asked that the board let her know of any revisions or corrections prior to the meeting.

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

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

Administrative Actions:

(4) Repository Sales: There are (4) Repository Sales, (2) are in Eagle Lake and (2) are in the Golden Oaks Development.

Statewide LSA Grant: Supervisor/DPW Director Peirce reported he had spoken with Mary Lou Butler and discussed that we should apply for the Statewide LSA grant for Center Street. It was recommended that the portion of Center Street from Jubilee Road to the lumber yard could be tarred and chipped with the other portion of the road, from the lumber yard to Route 435, being patched and paved. Supervisor Williams questioned how we could stop the trucks from utilizing Center Street via Route 435 prior to repairing the road. A brief discussion was held on prohibiting trucks with more than dual axles from entering Center Street via Route 435. This discussion included contacting the County to see if they could post a weight limit on the bridge located on Center Street. Chairwoman/Secretary Kearney will contact Mark Cordelli of the County to inquire about posting the bridge. Resident Al Dixon commented on the posting located on Jubilee Road.

Planning Commission: The planning commission's monthly report will be available next week.

Building Inspector: The monthly report will be available next week.

Zoning Code Enforcement Officer: The monthly report will be available next week.

Solicitor: Nothing to report.

Director of Public Works: Supervisor/DPW Director Peirce reported he received a proposal from Sherwood Trucks for the chassis of a 2025 Freightliner and Bradco Supply for the upfitting of this chassis. He also advised Sherwood Trucks has a red 2025 Freightliner in stock right now that we could pick up immediately. A brief discussion was held on purchasing the chassis this year and budgeting for the upfitting next year. This will be decided at next week's monthly meeting.

Roadmaster: The monthly report will be available next week.

Moffat Maintenance: Nothing to report.

Police Department: Chief Lamm found cubicles for the new police department at a huge savings. The original quote for the cubicles was over \$8,000.00 and they were purchased for under \$1,900.00. He reported the only additional furniture needed will be 2 tables. Chief Lamm gave an update on the new

police station. He is anticipating the move to begin after the 1st of the year. He briefly discussed the donations received for the purchase of new police rifles and the trade-in values of the current patrol rifles. This will be added to next week's meeting agenda. Chairwoman/Secretary Kearney questioned the ammunition; Chief advised most ammunition will be utilized, and any that is not compatible with the department weapons will be sold. A brief discussion was held on considering adopting an ordinance regarding possession of drug paraphernalia. This was given to Atty. Wolff for his review and decided that a hearing date will be set at next week's monthly meeting. Chief Lamm also asked that the board consider a solution to the situation with the North Pocono School District and the time the police department is spending at the school for offenses that may be able to be handled by the School Police Officers. Chief Lamm has a proposal for replacing the police vehicles, this will be discussed with the budget conversation.

Recreation Committee: Chairwoman/Secretary Kearney reviewed the minutes of the recreation committee's recent monthly meeting. The committee is looking for a budget of \$5,000 for the Christmas at the Mansion event; Chairwoman Kearney stated that she is not agreeable to this budget. This will be discussed at next week's monthly meeting.

Sewage Enforcement Officer: The monthly report will be available next week.

New Business: None.

Old Business:

Madison Township recycling hauling fees: A discussion was held regarding the new fees that were approved at last month's meeting raising the recycling hauling fees for Madison Township. At last month's meeting, the fees were raised by \$130.00 to \$280.00 per haul. After setting this new rate, it was discovered that Madison Township pays the county directly for the recycling fees (which have increased to \$120). We were under the impression that Covington Township paid for Madison Township's recycling which is why the new amount was raised so much. A discussion was held on reducing the hauling fees for Madison Township since they pay the county directly. This will be discussed at next week's meeting.

EECBG Grant: Chairwoman/Secretary Kearney advised that Supervisor/DPW Director Peirce had asked her to look into the Energy Efficiency and Conservation Block Grant (EECBG) to possibly apply for the grant to upgrade our traffic signals. A webinar for this grant was attended by Secretary Kearney and Engineer Mary Lou Butler. Mary Lou began looking to apply for this grant but advised Chairwoman/Secretary Kearney that Covington Township is not eligible for this grant.

Correspondence: A thank you letter was received from the North Pocono Library for allowing them to speak at the meeting last month. Chairwoman Kearney advised she is holding the donation check in the event the Supervisors would like to increase their annual donation. A letter was also received from PSATS regarding our Unemployment Contribution Rate, which remained the same for the next year at 3.85%. Solicitation was also received from Critical Systems Generator Services, but since the township does not have generators and the Sewer Authority does, this letter will be forwarded to the Sewer Authority.

Supervisor Comments: Supervisor/DPW Director Peirce reported he spoke with Senator Brown to thank her for the grant we received for the fire engine and to see if there were any grants available to fund hiring an additional police officer. She advised that at this time there are none, but she will speak with her grant writer to verify this with him. She gave Supervisor/DPW Director Peirce an idea to have someone from the municipality speak with some businesses within the township to see if they would consider sponsoring a police officer. Two options might be the industrial park and/or Eagle Lake. An executive session will be held on Tuesday, November 5th at 6:15pm to meet with the Occhipinti's regarding their lease renewal. There is a mandatory hazard mitigation meeting being held tomorrow evening and Thursday morning at the County Communications Center. A representative of the township will need to attend one of these meetings.

Public Comment: None.

2025 Budget preparation: Discussions were held on the expenses portion of the 2025 budget. At this time, it appears that the budget is short by \$46,937. Diana Patton, treasurer, was called in via cell phone to assist with the budget preparation. She explained to the board what unreserved funds were and how the budget is a yearly budget and does not carry over from one year to the next. A few options were discussed regarding utilizing unreserved funds to balance the budget or raising taxes. Diana also recommended that we should begin budgeting for capital reserves on a yearly basis, so we can build the capital reserves fund to purchase vehicles, equipment, etc. She also explained how 20% of the yearly liquid fuels allocation can be used for equipment purchases and can be carried over from year to year. Further discussions were held on the capital reserve line item and the ability to purchase the truck chassis and items for the police department, this year, to include a used police car and the upfitting of this along with additional needed equipment for the current police vehicles. Diana explained a resolution can be adopted to allocate monies for the 2024 budget to allow for the purchase of the items listed above. A brief discussion was also held regarding a 5-year plan for equipment, vehicles, buildings, etc. The board will consider adopting a resolution at next week's meeting to make supplemental appropriations to the 2024 budget to allow for the purchase of the chassis and allow for the purchase of the police items including a used police vehicle. Supervisor/DPW Director Peirce advised the DPW department will be purchasing a Milwaukee Impact Wrench.

Adjournment: The work session adjourned at 8:34 pm.

Respectfully submitted:
Melissa Kearney, Secretary

Approved: 11-5-24

Handwritten signature of Wanda Andreoli in cursive script.