

**COVINGTON TOWNSHIP SUPERVISORS**  
**MONTHLY WORK SESSION**  
**MARCH 25, 2025**

The Covington Township Board of Supervisors held their monthly work session on Tuesday, March 25, 2025, at 7:00 p.m. at the Covington Township Municipal building, Moffat Estate, 20 Moffat Drive, Covington Township, PA 18444. Chairwoman Kearney opened the work session at 7:00 p.m. with the Pledge to the Flag.

Present were: Chairwoman/Secretary Melissa Kearney, Vice-chairman F. Marshall Peirce, Supervisor William Willson, Supervisor Wanda Andreoli, Supervisor William Beavers, and Attorney Joel Wolff.

**Agenda:** Supervisor Willson asked that the zoning office send a letter to Demarco on Route 435 to clean up his property because debris is flying everywhere. He was advised by Chairwoman/Secretary Kearney to complete a service request to the zoning office. There were no changes to the agenda.

**Announcements:** Executive sessions were held on March 19, and March 25, 2025, to discuss personnel issues regarding performance reviews and PTO time.

**Public Comment:** Aaron Sepkowski, President, and Ronald Legg, Department Supervisor, of Pocono Towing and Recovery were present to discuss towing within the township derived from a letter received by the township from an attorney representing RLE Enterprises. Mr. Sepkowski reported on the history of Covington Township and Pocono Towing and Recovery for the past 10 years, stating there have been zero issues with their towing for Covington Township. He advised that his company provided 100% of the service (light, medium, and heavy-duty) calls back in November (22<sup>nd</sup>) 2024 when there were multiple recovery calls due to the weather. On that day, he reached out to the owner of RLE just to be told, an hour later, that they were not available to assist in Covington Township because they were on the interstate handling multiple calls there. He raised the concerns of availability within Covington Township in the future. He advised that Pocono Towing and Recovery are the area's primary AAA Motor Club vendor, and that he has the equipment to handle all types of calls within the township, further advising that he has a "mutual aid" of tow companies he could, and has, utilized in the event of multiple calls. In the event of impounded vehicles, he has 24/7 security available on premises, along with indoor and outdoor storage for further investigations, if necessary. Atty. Wolff asked what Mr. Sepkowski was asking of the township, with the reply being for the township to maintain its current position with regards to the towing in the township. A brief discussion ensued regarding the second-class township code and procurement code. Atty. Wolff questioned the capabilities of all towing requirements for the township, with Mr. Sepkowski advising they have the capabilities of maintaining all towing requirements within the township. A brief discussion ensued on the "mutual aid" of towing companies and the response of Pocono Towing and Recovery for Covington Township. Chairwoman/Secretary Kearney asked Mr. Sepkowski and Mr. Legg to return to the monthly meeting next week for further discussion, if needed.

**Minutes:** The draft minutes of the March 4, 2025 monthly meeting were given to the board for their review prior to next week's meeting. Chairwoman/Secretary Kearney questioned the use of the word "retention" or "detention" when referring to stormwater basins. It was decided the word should be "retention".

**Bills:** The bills will be available for next week's meeting.

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

**Administrative Actions:**

**Flat Rate Business Privilege/Mercantile Tax:** Chairwoman Kearney spoke about a Millage Based Business Privilege/Mercantile Tax vs a Flat Rate Business Privilege/Mercantile Tax. She reached out to Berkheimer Tax Innovations for information on this tax. Prior to 12/31/1988, municipalities were able to enact a Flat Rate Business Privilege/Mercantile Tax which would collect a tax based on the gross receipts of the business, but in 1988 this tax was abolished and, unless a municipality had the tax enacted, a new tax cannot be enacted. However, municipalities are still able to enact the Flat Rate Business

*Privilege/Mercantile Tax, under which all businesses, regardless of size, pay the same rate. Chairwoman Kearney advised there is an exemption for businesses that are smaller and may not generate larger income. She mentioned this would help with the business licenses she would like to impose on all businesses in the area. She asked all supervisors to review the paperwork provided and give their thoughts on this. This can be discussed at future meetings.*

*FEMA grant for generator: At the request of Vice-Chairman Peirce, Chairwoman/Secretary Kearney submitted a letter of intent for a FEMA grant to apply for a generator for the municipal campus. This generator would supply electricity to both the municipal office and the police station in the event of a power outage. A brief discussion was held regarding the importance of having the police station operational, especially in the event of a power outage. Chairwoman/Secretary Kearney will review the documents for the grant application, which is due on April 4<sup>th</sup>. This will be placed on the agenda for approval to apply at next week's meeting. Vice-Chairman Peirce advised he would assist with the grant process any way he could.*

*Zoning Code Enforcement Officer: This report will be available next month.*

*Building Inspector: This report will be available next month.*

*Planning Commission: This report will be available next month.*

*Wawa Recommendation: The planners have made a recommendation for a conditional approval of the Wawa Land Development project. Chairwoman/Secretary Kearney advised Rob, the traffic engineer for the developer, is looking for the completed PennDOT paperwork they need to receive their HOP. She advised they need an application for traffic signal approval; Applicant's authorization for agent to apply for highway occupancy permit; and a Resolution which encompasses a traffic signal maintenance agreement with PennDOT. These items will be added to next week's agenda for approval. Vice-Chairman Peirce stated that he, along with Cory and Rob (representatives for the developer) met with Mr. Woehrle and Mr. Fiorani to discuss the sidewalk and temporary construction easements being requested by 2025 Bochicchio Covington LLC. Mr. Fiorani will not grant the sidewalk easement. Vice-Chairman Peirce advised with this denial, the sidewalk would stop at the end of the Wawa property and then pick back up (if the temporary construction easement is granted) where the township's right of way begins and continue to Route 435. After this meeting, Vice-Chairman Peirce, along with Chairwoman Kearney and Supervisor Willson, met with Cory and Rob at the proposed jobsite to discuss the entrance onto Bochicchio Blvd. Chairwoman Kearney asked what would happen if Mr. Fiorani declined the temporary construction easement for the sidewalk. The answer was that there would probably not be a sidewalk going to Route 435. Chairwoman Kearney asked where the board stood with the project with three (3) supervisors reporting they were for the project. She advised that, although she was for the project, she could not approve the driveway entrance onto Bochicchio Blvd. She has many concerns with the school traffic that utilizes that road. Supervisor Andreoli also voiced concerns with students using the entrance on Bochicchio Blvd as a short cut to avoid the traffic light. This project will be voted on at next week's meeting.*

*Engineer: This report will be available next week.*

*Solicitor: Spoke earlier on the towing and is currently working on the Wawa project and the Eagle Lake Sewer. There is nothing new to discuss on the sewer, as we were waiting on the sewage planning grant, which we were awarded. He will speak with Atty. Neyhart regarding the next steps. Vice-Chairman Peirce asked Atty. Wolff about an intermunicipal agreement between Covington and Madison Townships regarding the Kosinski Road project. He will begin working on that.*

*Director of Public Works: Vice-Chairman/DPW Director Peirce reported he has been in touch with Willie Mattern regarding the trees on Kosinski Road. He walked this road along with Phil Setzer (Madison Twp) and Mary Lou Butler to discuss the work that needed to be done prior to the paving. Our road crew, along with Madison Township's road crew and Willie Mattern will begin working on tree removal for this road. Our road department will move on to Havenstrite Road once the tree work is*

completed on Kosinski Road. All pothole work has been completed. Work has begun on the upstairs bathroom with the heater being an issue. This will take some time to complete. Vice-Chairman Peirce also commented that the board will need to decide if they would like to contract the groundskeeping at the Moffat estate out this year or if not, hire a school aged worker to assist the current groundskeeper and the road department during the summer months. He also would like to advertise for another office worker to assist the current secretaries with their workload. He commented that he is at the office 2-3 days a week and sees the workload they have.

Spring Clean-Up Dumpsters: Chairwoman/Secretary Kearney commented on an email she received from That's Gotta Go Dumpsters, which she forwarded to the DPW Director. The prices for dumpsters appeared to be lower than the previous company. Chairwoman/Secretary Kearney advised she spoke with a representative from That's Gotta Go, who informed her that they will have (1) person on call and available for our Spring Clean Up. Vice-Chairman/DPW Director Peirce asked the secretary to check the prices of the dumpsters from last year for comparison at the meeting next week.

Roadmaster: Reported under DPW Director's report.

Moffat Maintenance: Working on the heater in the upstairs bathroom, will need to be replaced.

Police Department: Two new sign designs were shown to the board of supervisors to replace the current (new) sign that is currently on the building. It was stated that a supervisor was not able to read the sign because of the colors, green and gold, so the police chief spoke with Steve's sign for a new color scheme. The new color schemes presented were blue and white and blue and silver, with the blue and white being more visible. A cost for the new sign has not been received yet, but Chairwoman/Secretary Kearney reported the chief was thinking it would only be a material cost. A brief discussion ensued on changing the sign and the added cost for this. In the absence of the police chief, Chairwoman/Secretary Kearney reported the chief would like the board to consider reconditioning the old police charger (former 14-3) as an Eagle Lake car. He anticipates the cost of installing lights and radio will cost no more than \$2,000.00. This car would be utilized by the officer patrolling Eagle Lake during the summer months only. Supervisor Beavers mentioned he would be getting rid of his car (an old patrol car) soon and, if the radio and lights were compatible, he would be interested in selling these items to the township. Albert Dixon, resident/auditor of Covington Township questioned the title of "Eagle Lake car" asking if a call was inside Eagle Lake on any given day, the on-duty officer, of the township, would have to go get the "Eagle Lake car" to respond to the call within Eagle Lake. The answer was no, this car would be for the patrol officer during the summer months, and if there was a call where the on-duty officer of the township were to respond, they would respond in the car they were driving.

Recreation Committee: The minutes from the monthly meeting were made available to the supervisors. Supervisor Beavers, chairman of the recreation committee, will make his report next week at the monthly meeting.

Sewage Enforcement Officer: No report.

New Business:

Discuss permitting Conex/storage containers: Chairwoman/Secretary Kearney would like the board to consider an ordinance for requiring permits for Conex/storage containers. A brief discussion ensued on the multiple uses of these storage containers. Currently the zoning office is issuing zoning permits for these containers.

Discuss ordinance for inspection of rental properties: Chairwoman/Secretary Kearney would like the board to consider adopting an ordinance regarding rental properties within the township to assure they are up to code and safe for the renters. She advised this falls into place with licenses for businesses and it will help to ensure that rental properties have smoke detectors, etc. installed. She asked the board to give some thought to this idea also.

Wastewater Ordinance updates: SEO Dave Lameraux sent an email regarding the current wastewater ordinance. He lists multiple items that need to be addressed in this ordinance. This can be discussed at next week's planning commission work session when Hailstone Economics is present to discuss the North Pocono Regional Comprehensive Plan.

**Old Business:**

Continue stonework on Moffat estate: A question was raised about continuing the work on the stone walls at the estate. Last year, Henry Kakareka advised the secretary that he would be willing to continue working on the stone walls here at the estate. This will be added to next week's agenda for further discussion.

Painting of exterior of police station: A quote was received from Elite Pocono Painting for the exterior painting of the police station. The quote amount was \$9,789.00. Supervisor Willson advised there are numerous painters we can receive a quote from. The new stucco work from last year will need to be sealed this year.

Ordinance regarding debris in township roadways: The board will need to consider adoption of this ordinance.

Summer camp rental of pavilion: Supervisor Willson advised he has not heard anything further regarding the rental of the pavilion for a daycare summer camp. He will reach out to the owners of the daycare once again to see if they are still interested and advise them to complete the rental form.

Estimate for 2024 preventative maintenance of the traffic signals: As mentioned at last month's meeting, an estimate was received from Northeast Signal and Electric Company in the amount of \$39,385.91 for the preventative maintenance of the traffic signals. The board will need to decide if they would like to proceed with some or all the repairs. The traffic signal at Route 502 and 435 will be updated by the developers of the new Wawa.

Short-term Rentals: A proposal was received from Deckard Technologies for the monitoring of short-term rentals within the township. The board will need to decide if they would like to proceed with this.

**Correspondence:** None.

**Supervisor Comments:** Chairwoman/Secretary Kearney reached out to RLE to fix/replace the stop sign at the end of Liberty Drive. This stop sign is faded and turned toward Route 435. She also reported on a quickbooks class she was interested in taking and the service request regarding 42 Skyline Drive has been addressed and closed out. The owner of 42 Skyline Drive reported he has a 6-month lessee and has removed the advertisement from the Air BNB website. Supervisor Willson reported the owner has removed the advertising.

**Public Comment:** None.

**Adjournment:** The work session was adjourned at 8:20pm.

Respectfully submitted:  
Melissa Kearney, Secretary

Approved:

