

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES

REGULAR MEETING, JANUARY 16, 2018, 7:00 P.M.

The regular meeting of the Stroud Township Board of Supervisors was called to order by Chairman/Secretary-Treasurer, Daryl A. Eppley at 7:02 P.M., with the Pledge of Allegiance, at the Stroud Township Municipal Center, 1211 North Fifth Street, Stroudsburg, Pa. Also present were Supervisor/Ass't Secretary, Christine A. Wilkins; Supervisor/Ass't Treasurer, Edward C. Cramer; Township Solicitor, Todd Weitzmann; Township Staff Engineer, Donna Alker; Office Manager & Recording Secretary, Judy Adkins.

Public Comments: Chairman asked if there were any public comments, there were no public comments.

Approve Public Hearing Minutes, December 19, 2017, 7:00 P.M., Ordinance No. 5-2017-Establish 10 Ton Weight Limit On Reish Road and Shafers School House Road. Mr. Cramer **moved to approve the Public Hearing minutes for December 19, 2017, 7:00 PM, Ordinance No. 5-2017.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

Approve Regular Meeting Minutes, December 19, 2017, 7:08 P.M. Mrs. Wilkins **moved to approve the minutes for the regular meeting, December 19, 2017, 7:08 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

Approve Payment of Bills: General Fund: \$122,672.32. Mr. Cramer **moved to approve payment of bills from the General Fund in the amount of \$122,672.32.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

Approve Payment of Bills: Golf Course Fund: \$1,252.52. Mrs. Wilkins **moved to approve payment of bills from the Golf Course Fund in the amount of \$1,252.52.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

Treasurer's Report: Month of December, 2017. Mr. Eppley, Treasurer read the Treasurer's Report for the month of December 2017. Mr. Cramer **moved to accept the Treasurer's Report for December.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

Public Works Dept. Report: Chairman said that of our \$122,000.00 amount in the General Fund for payment of bills, \$54,670.00 is payment for salt.

Police Report: Chief Jen Lyon of the Stroud Area Regional Police Dept. was present and she reported that there were two burglaries in Stroud, one was residential which contractors left tools inside a house they were working at and second one was Bed, Bath and Beyond, the alarm did scare them off and nothing was taken but the next night they tried to saw a hole in the wall at Pet Smart and Best Buy. Chief Lyon said that it's an open investigation and they did those three stores one night and the next night.

Solicitor's Report: Mr. Weitzmann said that he had items for executive session.

Engineer's Report: Present was Donna Alker, Township Staff Engineer said that a letter came today from DEP, they acknowledged the receipt of the MS4-Application and the deadline is in mid-March.

Fire Department Report: No one present – no report given.

Old Business:

1. Sparkle Car Wash Land Development Plan – Planning Commission Recommendation:
Action Deadline: January 16, 2018. Present on behalf of this plan was Ann Wingert, P.E. from RKR Hess, reviewing revised plans for a stand-alone detail facility. The Board reviewed comment letter dated January 16, 2018, from Staff Engineer, Donna Alker; Ms. Alker said that we are waiting for a revised lighting plan and they are going to replace some the lighting fixtures; we have some modifications concerning sidewalks, street trees. After a brief discussion concerning modifications for street trees, relief from bikeway requirements and sidewalks, Mr. Cramer **moved to grant modifications requested from SALDO Section 3.602 relief from bikeway requirements, 3.601 relief from the sidewalks and 3.904.a two street trees in-lieu of three street trees.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously. Also was a brief discussion concerning cost of improvements, development agreement, in-lieu of the recreation fee – to do \$1,200.00 for open space and \$800.00 to the Fire Dept., parking lot screening and landscaping, Mr. Cramer **made a motion to waive Section 6.303.b require parking lot and screening as the existing row of trees that are there per plan note.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer **made a motion to approve the Sparkle Car Wash Land Development Plan subject to receipt of an adequate development agreement and security satisfactory to the Township Solicitor, resolution of any outside comments of Township Engineer's review letter dated January 16, 2018, payment of any outside township engineer review fees, all approvals by outside agencies, receipt of recreation fee in-lieu of open space in the amount of \$1,200.00, contribution to the Stroud Township Volunteer Fire Dept. in the amount of \$800.00, receipt of an adequate lighting plan and resolution of the detention basin outlet control structure satisfactory to the township engineer.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

The Board excused Staff Engineer, Donna Alker at 7:23 P.M.

New Business:

1. Approve Use of Meeting Room By Trinity Centennial Band In January, February, March and April On Mondays At 7 PM; Not On STSA Meeting Nights. Mrs. Wilkins **moved to approve use of the meeting room by the Trinity Centennial Band in January, February, March and April on Mondays at 7 PM not on STSA meeting nights.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

2. Appoint Tricia Fellman As Voting Member To SROSRC To A 3-Year Term Ending Expiring 1-01-2021. Mr. Cramer **moved to appoint Tricia Fellman as voting member to SROSRC for a 3-year term ending 1-01-2021.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

3. Approve Advertising For Bids Per 2018 Bids Schedule As May Be Amended. Chairman passed out a bid schedule for 2018 and we can add to it as the year goes on. Mr. Cramer **moved to approve advertising for bids per 2018 bids schedule as may be amended.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

4. Ratify Registering To Purchase 800 Tons Of Sodium Chloride Road Salt For August 2018 – July 2019 Season Through PA Co-Stars Program. Mrs. Wilkins **moved to ratify registering to purchase 800 tons of Sodium Chloride Road Salt for August 2018-July 2019 season through PA Co-Stars Program.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Chairman said that the price stayed the same as last year, he doesn't know about this year, we'll register for it, it was \$55.00 a ton for white salt.

5. **Approve Change Orders And Payment In The Total Amount Of \$1,300.00 To Robert K. Ace Jr., Construction, LLC Towards ForEvergreen Construction Project.** Mr. Cramer moved to approve change orders and payment in the total amount of \$1,300.00 to Robert K. Ace Jr., Construction, LLC towards ForEvergreen Construction Project. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

6. **Approve Payment Application No. 6 In The Amount Of \$42,254.93 To Northeast Site Contractors Towards Bridge Street Project – Budget Line Item #438.600.** Mr. Cramer moved to approve payment Application No. 6 in the amount of \$42,254.93 to Northeast Site Contractors towards Bridge Street Project, Budget Line Item #438.600. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

7. **Appoint Township Staff Engineer As Township Floodplain Administrator.** Mr. Cramer moved to appoint Township Staff Engineer as Township Floodplain Administrator. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

8. **Approve Signing And Entering Into Agreement With SFM Consulting, LLC For Building Code, Zoning And Code Enforcement Services.** Mrs. Wilkins moved to approve signing and entering into agreement with SFM Consulting, LLC for Building, Zoning and Code Enforcement Services. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

9. **Approve Release Of Fire Escrow In The Amount Of \$25,400.00 To Wang Ning Subject To Receipt Of Satisfactory Inspection Letter From SFM Consulting, LLC.** Mrs. Wilkins moved to approve release of Fire Escrow in the amount of \$25,400.00 to Wang Ning subject to receipt of satisfactory inspection letter from SFM Consulting, LLC. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

10. **Approve Terminating 2015 GMC Acadia Lease And Entering Into New Lease For 2017 GMC Acadia Through Abeloff Buick GMC Under CoStars Contract #025192; Approximate Payments Of \$2,000.00 At Delivery, \$251.63 Per Month, 39 Months/12,000 Miles – Budget Line Item #414.750.** Mrs. Wilkins moved to approve terminating 2015 GMC Acadia Lease and entering into new lease for 2017 GMC Acadia through Abeloff Buick GMC under CoStars Contract #025192; approximate payments of \$2,000.00 at delivery, \$251.63 per month, 39 months/12,000 miles, Budget Line Item #414.750. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

11. **Approve Financial Security Release No. 5 In The Amount Of \$126,813.11 For Plaza 611 Land Development Per Recommendation Of Township Engineer.** Mr. Cramer moved to approve financial Security Release No. 5 in the amount of \$126,813.11 for Plaza 611 Land Development per recommendation of Township Engineer. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

12. **Approve Disposal Of Glen Brook Clubhouse Awnings In Storage At Kaplan's Enterprises Inc. In Lieu Of Payment Of \$50 Invoice.** Mr. Cramer moved to approve disposal of Glen Brook Clubhouse awnings in storage at Kaplans Enterprises Inc. in lieu of payment of \$50 invoice. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

13. **Ratify Approving David Morgan of Payrolls Unlimited And Pam Hafler, Bookkeeper And Daryl Eppley, Secretary/Treasurer, As Authorized Contacts For PNC Payroll Account.** Mr. Cramer moved to ratify approving David Morgan of Payrolls Unlimited and Pam Hafler, Bookkeeper and Daryl Eppley, Secretary/Treasurer, as authorized contacts for PNC Payroll Account. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

Daryl Eppley, Secretary/Treasurer, as authorized contacts for PNC Payroll Account. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

Executive Session: Mrs. Wilkins moved to go into executive session at 7:29 P.M. to discuss litigation, real property and personnel. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mrs. Wilkins **made a motion to reconvene into regular session at 8:06 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Chairman said that the Board discussed personnel matters and potential litigation in executive session and he asked if there were any motions to come before the Board. Mr. Cramer **made a motion to reimburse our Road Dept. employee, Mark Pysher who is on disability in the amount of \$12,000.00 conditioned upon that the money from the disability company is not received by this Friday, January 19th and that he then reimburse the township once he receives the money from the disability company.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer **made a motion to reimburse Supervisor Christine Wilkins from January 1, 2017 for 50% of her AT&T cell phone charges due to township business use as Assistant Secretary.** Mr. Eppley seconded the motion. Mrs. Wilkins abstained from voting. Motion carried 2-0. Mrs. Wilkins **made a motion to approve upgrade of cell phones for both our Secretary-Treasurer and Assistant Treasurer as supported by the Township Auditors.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer **moved to authorize Township Solicitor to submit administrative search warrant for the property at 7451 School View Lane within the next two weeks.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

There being no further business, Mr. Cramer **made a motion to adjourn the meeting at 8:12 P.M.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

Respectfully submitted,

Judith Ann Adkins
Recording Secretary