

**TOWNSHIP OF STROUD**  
**BOARD OF SUPERVISORS**  
**MEETING MINUTES**

**REGULAR MEETING, MARCH 6, 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 7:00 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; Planning Administrator & Township Staff Engineer, Donna Alker; Office Manager & Recording Secretary, Judy Adkins.

**Public Comments:** Chairman asked if there were any public comments, Mr. Sean McCracken, resident at 1907 Wallace Street and Ms. Joy Kirk, resident at 602 Leroy Ave., was present and stated how bad the ponding is on his property and on the street. Mr. McCracken said that he had over a foot of water in this basement, Mr. Cramer said that if the power had not gone out would this have happened, Mr. McCracken said he hoped not. There was much discussion concerning the storms we've had and the Board said that they will try to help the issue as much as they can.

**Approve Regular Meeting Minutes, February 6, 2018, 7:00 P.M.** Mrs. Wilkins **moved to approve the minutes of the regular meeting, February 6, 2018, 7:00 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**Approve Regular Meeting Minutes, February 20, 2018, 7:00 P.M.** Mr. Cramer **moved to approve the minutes of the regular meeting, February 20, 20, 2018, 7:00 P.M.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

**Approve Payment of Bills: General Fund: \$47,560.44.** Mr. Cramer **moved to approve payment of bills from the General Fund in the amount of \$47,560.44.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

**Approve Payment of Bills: Golf Course Fund: \$6,588.86.** Mr. Cramer **moved to approve payment of bills from the Golf Course Fund in the amount of \$6,588.86.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

**Old Business:**

**1. Planning Commission Recommendation – Medical Marijuana Zoning Ordinance Amendment.** Chairman said that Todd sent him a 38-pages of the State Act regulating the medical marijuana; he has been going through it and we can do a workshop to move it on. Mr. Eppley **moved to table.** Ms. Joy Kirk, resident asked who decides if we have to have medical marijuana in our community, wouldn't the community have a say. Chairman said that we have to have it, we are mandated to provide for such uses, we can't outlaw them from our municipality. Mr. Weitzmann said the Board would need to have a public hearing before enacting the ordinance, that ordinance would dictate in what locations in the township it would be permitted, the meeting would be advertised. Chairman said that it could be in C-2 or M-1 where Walgreens and CVS are located; Mr. Cramer said that it would be a prescription medication from a doctor. Mr. Eppley **moved to table.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**New Business:**

**1. McHugh Minor Subdivision Plan - Planning Commission Recommendation; Action Deadline: May 1, 2018.** Present on behalf of this plan was Kris Reiss, PE from Boucher & James, this is a minor subdivision plan located on Beech Street; he has revised copies of the plan and the revision is on two certification blocks. Mr. Reiss said that there are two lots there now, one is owned by Joseph and Rose McHugh and the other lot is owned by their daughter Michele McHugh; basically this is removing a lot line and relocating a lot line to make two equal properties. Ms. Alker said that we are looking for a certification from the surveyor once the corners and monuments are set, Mr. Reiss said that they will provide that information as soon as they can get out there; Ms. Alker said that the only other thing is the two requests for modification. Chairman said the request for modification from SALDO Section 2.503.B.26 for relief from showing locations of wetlands, steep slopes, waterways, drainage channels and 100-year floodplain on the plan. Chairman asked Ms. Alker if she supports that, Ms. Alker said yes, she supports it. Mrs. Wilkins **made a motion to grant the modification request from SALDO Section 2.503.B.26.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Chairman said the next request for modification from SALDO Section 2.503.B.27 for relief from showing the locations of any well or septic system within 100 feet of the subdivision on the plan. Ms. Alker said she supports that, they have a permit for the current sewer system and the well is not within 100 feet. Mrs. Wilkins **made a motion to grant the modification request from SALDO Section 2.503.B.27.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer **made a motion to approve the McHugh Minor Subdivision conditioned upon satisfactory review of engineer's comments of February 16, 2018 letter with regards to land on Beech Street be conveyed to the township, certifications of the surveyor and payment of any outstanding review fees.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

The Board excused Township Staff Engineer, Donna Alker at 8:05 P.M.

**2. Approve Proposal By Hunter & Sons Electric LLC In The Amount Of \$9,749.00 To Install Electrical Components For Emergency Generator Connection In Municipal Center – Budget Line Item #409.740.** Mr. Cramer **moved to approve proposal by Hunter & Sons Electric LLC in the amount of \$9,749.00 to install electrical components for emergency generator connection in Municipal Center, Budget Line Item #409.740.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

**3. Approve Transfer Of \$37,914 From Glen Brook Golf Course Fund To Township General Fund For April And May, 2017 Golf Course Payroll.** Mr. Cramer **moved to approve transfer of \$37,914 from Glen Brook Golf Course Payroll.** Mrs. Wilkins seconded the motion. Discussion – Chairman said that we did this last year; it's almost the same amount of money for those two payroll months last year and every two months let's take a look to see where we are. All voted aye. Motion carried unanimously.

**4. Approve Signing And Entering Agreement With JDM Consultants, LLC For Grant Writing Related Services – Budget Line Item #414.317.** Mrs. Wilkins asked if this is Penn Strategies, Chairman said that it is, they go by JDM Consultants and what they are proposing is a scope of services for an overall economic plan for the township, working with the township to obtain state, federal and private grants to assist with our projects. Chairman said that we met with them and they are looking to engage some volunteers from the community that may want to work with the Penn Strategies team to develop an economic plan for the township and we'll engage our Planning Commission; we have an agreement for a year. Mrs. Wilkins **moved to approve signing and entering agreement with JDM Consultants, LLC**

**for grant writing related services, Budget Line Item #414.317.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**5. Approve Postcard Mailing At Estimated Cost Of \$2,409.00 For Spring Clean-Up And Leaf Collection In Lieu Of Newsletter – Budget Line Item #400.329.** Mr. Cramer **moved to approve postcard mailing at estimated cost of \$2,409.00 for spring clean-up and leaf collection in lieu of newsletter – Budget Line Item #400.329.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

**6. Approve Payment Of \$35,982.67 To Stroud Region Open Space And Recreation Commission For First Of Three Installments Towards Appropriations And Greenway Contribution-Payable From ½ Mil Special Park & Recreation Tax Fund.** Mrs. Wilkins **moved to approve payment of \$35,982.67 to Stroud Region Open Space And Recreation Commission For First Of Three Installments Towards Appropriations And Greenway Contribution- Payable From ½ Mil Special Park & Recreation Tax Fund.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**7. Approve Change Order No. 1 And Payment Thereof, In The Amount Of \$51,656.90 To Leeward Construction For Additional Pedestrian Bridge Foundation Costs As Determined And Recommended By Hanover Engineering; Partially Payable From DCNR/DCED Grant Fund And Budget Line Item #454.791.** Chairman gave a brief summary on this item stating that the original estimate for the foundation behind the Stroudsburg High School Bus Depot, that's where this bridge is being built over to Knights Park on Stroud side. When they did the boring test, they found that the depth of the foundation had to go much deeper and wider than it was originally estimated for the project, we went over the additional costs with Leeward Construction. Mrs. Wilkins **moved to approve Change Order No. 1 and payment thereof, in the amount of \$51,656.90 to Leeward Construction for additional pedestrian bridge foundation costs as determined and recommended by Hanover Engineering; partially payable from DCRN/DCED Grant Fund and Budget Line Item #454.791.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**8. Approve Bidding HVAC And Roof And Skylights Replacement Projects At Township Center Through PennBid; Decline Proposals From Keystone Purchasing Network Contractors As Supported By Sedler Design.** Chairman said we looked at alternate proposals by a few contractors through a co-op that's similar to Co-Stars and we reviewed with Joe Sedler and his recommendation was that we go out for bids. Mrs. Wilkins **moved to approve bidding HVAC and Roof and Skylights Replacements Projects at Township Center through PennBid; decline proposals from Keystone Purchasing Network Contractors as supported by Sedler Design.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**9. Authorize Reilly Associates To Prepare Bid Specifications And PennBid Advertisement, And Perform Contract Administration Services For Estimated Cost Of \$4,500.00 Towards Stormwater Facility Repair At 777 N. Fifth Street and In N. Fifth St. Right-of-Way – Budget Line Item #436.400.** Chairman said it's the pipe that goes under Fifth Street at Pocono Produce; we will go out to bid in the next few weeks and we don't need a PennDOT HOP Permit. Mrs. Wilkins **moved to authorize Reilly Associates to prepare bid specifications and PennBid Advertisement, and perform contract administration services for estimated cost of \$4,500 towards stormwater facility repair at 777 N. Fifth Street and in N. Fifth St. right-of-way, Budget Line Item #436.400.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**10. Approve Signing Service Agreements With Nauman Mechanical For 2018 Heating & A/C Maintenance At Glen Brook (\$1,415) And Pro Shop (\$600) For Total Cost Of \$2,015.00 - Budget Line**

**Item #409.232. Mrs. Wilkins moved to approve signing service agreements with Nauman Mechanical for 2018 heating & A/C maintenance at Glen Brook (\$1,415) and Pro Shop (\$600) for total cost of \$2,015.00, Budget Line Item #409.232.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**11. Approve 2018 Pond Weed Control Program For Albertson And Katz Ponds By All Mountain Pest Control, LLC For A Price Of \$7,970.00 – Budget Line Item #454.400.** Mrs. Wilkins **moved to approve 2018 Pond Weed Control Program for Albertson and Katz Ponds by All Mountain Pest Control, LLC for a price of \$7,970.00 – Budget Line Item #454.400.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**Executive Session:** Mrs. Wilkins **made a motion to go into executive session at 8:26 P.M. to discuss litigation, real property and personnel matters.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mrs. Wilkins **moved to return to regular session at 8:53 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Chairman said that the Board discussed litigation, real property and litigation; he asked if there were any motions to come before the Board. There were no motions to come before the Board.

There being no further business, Mrs. Wilkins **made a motion to adjourn the meeting at 8:53 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

Respectfully submitted,

Judith Ann Adkins  
Recording Secretary