

**TOWNSHIP OF STROUD**  
**BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**REGULAR MEETING, JULY 10, 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 7:03 P.M., with the Pledge of Allegiance, at the Stroud Township Municipal Center, 1211 North Fifth Street, Stroudsburg, Pa. Also present were Vice-Chairman/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 was no public comments.

**Approve Minutes of the Regular Meeting, June 5, 2018, 7:00 P.M.** Mrs. Wilkins **moved to approve the minutes of the regular meeting, June 5, 2018, 7:00 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**Approve Minutes of the Public Hearing, June 19, 2018, Ordinance No. 3-2018.** Mr. Cramer **moved to approve the minutes of the Public Hearing, June 19, 2018, Ordinance No. 3-2018.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

**Approve Payment of Bills: General Fund: \$126,357.67.** Mrs. Wilkins **moved to approve payment of bills from the General Fund in the amount of \$126,357.67.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**Approve Payment of Bills: Golf Course Fund: \$5,375.76.** Mr. Cramer **moved to approve payment of bills from the Golf Course Fund in the amount of \$5,375.76.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

**Old Business:**

**1. Stroud Real Estate Professional Office Building Land Development Plan – Planning Commission Recommendation; Action Deadline: July 31, 2018.** Present on behalf of the applicant was Mr. Chris McDermott, Engineer. Mr. McDermott said that this site is located at the intersection of Jane Street and West Main Street, the old Steinhauer's building and now it's an empty lot; they are proposing to re-develop that lot and construct a two-story office building approximately 6,800 feet on the bottom floor and 6,000 feet plus on top floor, total 13,000 feet with two entrances, one off of West Main Street and one off of Jane Street. Mr. McDermott said there will be 52 parking spaces, they will need a PennDOT permit, they have made application to PennDOT and received comments; also received E&S approval from the Monroe County Conservation District. Mr. McDermott reviewed Donna's comment letter dated July 10, 2018, with the Board. After discussion concerning the modifications, Mrs. Wilkins **made a motion to approve modification request from SALDO Section 3.208 to permit site triangles for the two proposed driveways based on the PennDOT site distance requirements, Section 3.213.F to build a 160 ft. separation between the centerlines of the driveway along Jane Street, Section 3.603.C six inches instead of eight inches for curbing and Section 3.602.A for relief of requirement to install curbing along Jane Street.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Chairman, Mr. Eppley and Mr. Cramer expressed installing a stop bar and stop lettering pavement markings at the intersection of Jane Street and West Main Street. After much discussion on request for modifications, conditional approval, development agreement, landscaping, stormwater management, dedication of right-

of-way, the issuance of the HOP, recreation fee in-lieu of, the traffic assessment report and installing a stop bar and stop lettering, Mrs. Wilkins **made a motion to approve the Stroud Real Estate Professional Office Building Land Development Plan subject to receipt of adequate development agreement and security satisfactory to township solicitor, resolution of the comments of township staff engineer's review letter of July 10, 2018, all approvals by outside agencies, receipt of recreation fee in-lieu of open space in the amount of \$3,749.90 and contribution of \$750.00 towards stop bar thermal plastic pavement markings at Jane Street and West Main Street.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**2. Approve Real Estate Tax Exemption For Veteran John C. Evans, 315 White Stone Corner, Apt. 101, Stroudsburg, Pa. Recommended By PA State Veteran's Commission.** Chairman said that he did confirm that Mr. Evans is the owner of that property so we can approve the request. Mrs. Wilkins **moved to approve Real Estate Tax Exemption for Veteran John C. Evans, 315 White Stone Corner, Apt. 101, Stroudsburg, Pa recommended by PA State Veteran's Commission.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**3. Open Seal Coat Bids.** Mr. Weitzmann opened and read aloud the one bidder, Wayco, Inc. – Total is \$163,300.21, the breakdown is as follows: Cranberry Road - \$67,724.80, Beacon Hill Road - \$82,515.16 – 4" double yellow line center with glass beads - \$6,606.95 and 4" single white edge line with glass beads - \$6,453.00. Chairman said that they seem high for those two roads and we'll compare it with past unit costs, Mr. Cramer **moved to table for tabulation to award or reject on July 24<sup>th</sup>.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

#### **New Business:**

**1. Plaza 611 Land Development – Request For Development Agreement Amendment.** Present on behalf of this plan was Mr. Doug Olmstead, Project Engineer and reviewed with the Board an update on the project noting that one section of the Development Agreement will need to be amended; Taco Bell will be looking for an Occupancy Permit to start business on August 15, 2018; in order to do that they will need a revision or an amendment to the development agreement. Mr. Olmstead said that Chick-Fil-A is under construction and plans to get an Occupancy Permit by the December 15, 2018 and they want to open up the first of January. After much discussion concerning changes in the developer's agreement, Letter of Credit, a separate HOP, the driveway off of DEPG North Phase III, Taco Bell opening up, traffic signal, paving, parking spaces needed and sidewalks to be completed; no action taken. Mr. Olmstead thanked the Board for their time.

**2. Amend Final Payment (Request No. 7) Approval In The Amount Of \$19,381.99 To Leeward Construction By Postponing Payment Until Receipt Of Certain Items As Recommended By Township Staff Engineer.** Ms. Alker, Township Staff Engineer said that she went through the contract document and she talked to Mike Muffley concerning the punch list. Chairman said that we need to have the items in place in order to get the balance of the DCNR grant money. Mr. Cramer **moved to hold final payment Request No. 7 in the amount of \$19,381.99 to Leeward Construction by postponing payment until receipt of certain items as recommended by Township Staff Engineer.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

At 8:12 P.M., the Board dismissed Ms. Alker, Township Staff Engineer.

**3. Approve Proposal In The Amount Of \$5,725.00 Plus Reimbursable Expenses By Reilly Associates For Professional Services Pertaining To Brushy Mountain Road And Route 447 Intersection Drainage.** Mrs. Wilkins **moved to approve proposal in the amount of \$5,725.00 plus**

reimbursable expenses by Reilly Associates for professional services pertaining to Brushy Mountain Road and Rte. 447 intersection drainage. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

4. Approve Payment Applications No. 9 and No. 10 In The Amounts Of \$73,915.98 And \$129,656.35, Respectively, To Northeast Site Contractors Towards Bridge Street Project Per Recommendation Of Township Engineer – Budget Line Items #438.600 & #438.601. Mr. McDermott said the Northeast Site Contractors has done a great job. After a brief discussion concerning pavement markings, traffic control and the turning lanes, Mrs. Wilkins moved to approve payment Applications No. 9 and No. 10 in the amounts of \$73,915.98 and \$129,656.35, respectively, to Northeast Site Contractors towards Bridge Street Project per recommendation of Township Engineer, Budget Line Items #438.600 & #438.601. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

At 8:20 P.M., the Board dismissed Mr. McDermott, Township Engineer.

5. Approve Payment In The Amount Of \$19,280.00 To Waste Management For 2018 Spring Clean Up – Budget Line Items #427.365. Mr. Cramer moved to approve payment in the amount of \$19,280.00 to Waste Management for 2018 Spring Clean Up, Budget Line Item #427.365. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

6. Approve Request By Wayco, Inc. To Use Hot Mix Asphalt In Lieu Of Warm Mix Asphalt For 2018 Paving Project As Approved By PennDOT And Provided No Change In Project Cost To Township. Mr. Cramer moved to approve request by Wayco, Inc. to use hot mix asphalt in lieu of warm mix asphalt for 2018 Paving Project as approved by PennDOT and provided no change in project cost to township. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

7. Approve Use & Setup of 2 – 20' x 40' Tents At Cherry Valley CSA For Cherry Valley Festival July 21<sup>st</sup>. Mrs. Wilkins moved to approve use & setup of 2 – 20' x 40' tents at Cherry Valley CSA for Cherry Valley Festival July 21<sup>st</sup>. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

8. Authorize Use Of Albertson Park (Gazebo Side) And Rear Parking Lot For Fun Dog Show, September 29<sup>th</sup> Raising Funds For Cancer Research. Mr. Cramer moved to authorize use of Albertson Park (Gazebo Side) and rear parking lot for Fun Dog Show, September 29<sup>th</sup> raising funds for Cancer Research. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

9. Approve Proposals By R.L. Home Improvements In The Total Amount Of \$9,930.00 To Restore Kitchen-Side Exterior Walls And Windows Of John Stroud House/Glen Brook Clubhouse – Budget Line Item #452.373. Mr. Cramer moved to approve proposals by R.L. Home Improvements in the total amount of \$9,930.00 to restore kitchen-side exterior walls and windows of John Stroud House/Glen Brook Clubhouse, Budget Line Item #452.373. Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

10. Ratify Signing Employment Practices Liability Coverage Form Requested By Sheeley Insurance Agency. Chairman addressed this item stating that he met last week with Chris Lord, Sheeley Insurance and he requested signing said form. Mrs. Wilkins moved to ratify signing employment practices Liability Coverage Form requested by Sheeley Insurance Agency. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**Executive Session:** Mrs. Wilkins **made a motion to go into executive session at 8:22 P.M. to discuss litigation, real property and personnel matters.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mrs. Wilkins **made a motion to return to regular session at 8:41 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Chairman said that the Board discussed litigation and personnel matters in executive session and he asked if there were any motions to come before the Board. Mrs. Wilkins **moved to authorize Township Solicitor approving and entering into the Stipulation Agreement on behalf of Township with PMGM as found satisfactory by Township Solicitor.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

There being no further business, Mr. Cramer **made a motion to adjourn the meeting at 8:42 P.M.** Mrs. Wilkins seconded the motion. All voted aye. Motion carried unanimously.

Respectfully submitted,

Judith Ann Adkins  
Recording Secretary