

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
January 16, 2024, at 7:00 P.M.

The Regular Meeting of the Stroud Township Board of Supervisors was called to order by Chairwoman & Secretary, Jennifer Shukaitis at 7:00 P.M., Also present were Supervisor/Ass't. Secretary, Susan Lyons; Township Manager, Daryl A. Eppley; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Attending via Zoom were Vice Chairman & Ass't. Treasurer, Edward Cramer; Township Engineer, Todd Holmes, of Reilly Associates. Ms. Shukaitis began the meeting with the pledge of allegiance.

Public Comments: (Non-Agenda Items) There were none.

Approve Reorganization Meeting Minutes: January 2, 2024. Mr. Cramer made a motion to **approve Reorganization Meeting Minutes: January 2, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Public Hearing Minutes: January 2, 2024 (Ordinance No. 1 – 2024). Ms. Lyons made a motion to **approve Public Hearing Minutes: January 2, 2024 (Ordinance No. 1 – 2024).** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Regular Meeting Minutes: January 2, 2024. Mr. Cramer made a motion to **approve Regular Meeting Minutes: January 2, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$118,234.89. Ms. Lyons made a motion to **approve Payment of Bills: General Fund: \$118,234.89.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$3,228.39. Mr. Cramer made a motion to **approve Payment of Bills: Golf Course Fund: \$3,228.39.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: Month of December, 2023. Mr. Eppley read the report aloud. Ms. Lyons made a motion to **accept the Treasurer's Report for the Month of December, 2023.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Manager's Report: Mr. Eppley reported we are waiting for project close-out documents from Ryland Construction on the Mervine Road bridge project. Telco, Inc., the contractor for the Green Light-Go project, anticipates starting construction on March 6. Final completion date is expected to be May 15. American Engineers Group is waiting on access permission from a property owner to complete survey work and obtain stream cross sections on the Lessig Lane bridge project. State officials need to return executed reimbursement agreement for the Croasdale Road bridge replacement project. District Court security upgrades are scheduled to start Sunday, January 28. Judge Gasper will coordinate access with the contractor.

Public Works Dept. Report: Mr. Eppley read Douglas Walker's report, the Road Crew has been working on the following: Due to recent rain and snow storms we have been working on cleaning up drains and washouts. Clearing roads of tree debris as well. Over this past weekend we had 4-5 guys out throughout the township; I've been meeting with residents regarding their ongoing water issues; We are still waiting on the KW, we were told it would be 40 hour review – it has been more like 80 hours; And as always, we are working on quite a few "Request for Action" forms.

Police Report: Lieutenant Sampere attended the meeting representing the Police Department. He gave a brief summary. There were no questions for him.

Solicitor's Report: Mr. Weitzmann did not have anything to report.

Engineer's Report: Mr. Holmes and Mr. Eppley summarized the Engineer's report and updated the board on new information and projects.

Fire Department Report: Mr. McCartney summarized the fire department activity this month. There was a discussion on recent gas leaks on multiple businesses along Route 611.

Old Business:

1. **Suburban Realty, L.P.: Wawa/Chipotle Land Development Plan – 1575 & 1581 N. Ninth St. - SALDO #2022-04; Planning Commission Recommendation; Action Deadline: February 21, 2024.** Mr. Cramer made a motion to **table at applicant’s request, Suburban Realty, L.P.: Wawa/Chipotle Land Development Plan – 1575 & 1581 N. Ninth St. - SALDO #2022-04; Planning Commission Recommendation; Action Deadline: February 21, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. **Chick-fil-A Land Development Plan – 115 Plaza 611 Lane - SALDO #2023-08; Planning Commission Recommendation; Action Deadline: March 5, 2024.** Ms. Lyons made a motion to **table at applicant’s request Chick-fil-A Land Development Plan – 115 Plaza 611 Lane - SALDO #2023-08; Planning Commission Recommendation; Action Deadline: March 5, 2024.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0

New Business:

1. **Approve Signing and Entering Into Agreements With Tom Josiah Consulting, LLC For 2023 Pre-Audit Accounting Services For Township and Stroud Township Sewer Authority.** Mr. Cramer made a motion to **Approve Signing and Entering Into Agreements With Tom Josiah Consulting, LLC For 2023 Pre-Audit Accounting Services For Township and Stroud Township Sewer Authority.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. **Approve Signing Change Order #1 For The Green Light Go Project Extending Substantial Completion Date To April 15, 2024 and Final Completion Date To May 15, 2024; No Change In Contract Price.** Ms. Lyons made a motion to **approve Signing Change Order #1 For The Green Light Go Project Extending Substantial Completion Date To April 15, 2024 and Final Completion Date To May 15, 2024; No Change In Contract Price.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Submitting Building Permit Application, and Waiving Permit Fees, For District Court Security Upgrades Being Paid For By The Office of Court Administration, Monroe County.** Mr. Cramer made a motion to **approve Submitting Building Permit Application, and Waiving Permit Fees, For District Court Security Upgrades Being Paid For By The Office of Court Administration, Monroe County.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
4. **Approve Payment of \$1,790.00 To Nauman, Inc. To Supply and Install Two Replacement Circulator Pumps On Municipal Center Heating System – Budget Line Item #409.373.** Ms. Lyons made a motion to **approve Payment of \$1,790.00 To Nauman, Inc. To Supply and Install Two Replacement Circulator Pumps On Municipal Center Heating System – Budget Line Item #409.373.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Acknowledging PennDOT Acceptance Certificate For Satisfactory Completion of Mervine Road Bridge Project Certified By District Executive.** Mr. Cramer made a motion to **approve Acknowledging PennDOT Acceptance Certificate For Satisfactory Completion of Mervine Road Bridge Project Certified By District Executive.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
6. **Approve Partial Payment #5 In The Amount of \$28,006.63 To Rylind Construction Company, Inc. Towards Mervine Road Bridge Replacement Project As Recommended By RKR Hess Subject To Satisfactory Review of Project Close-out Documents By Solicitor - Budget Line Item #438.453.** Ms. Lyons made a motion to **approve Partial Payment #5 In The Amount of \$28,006.63 To Rylind Construction Company, Inc. Towards Mervine Road Bridge Replacement Project As Recommended By RKR Hess Subject To Satisfactory Review of Project Close-out Documents By Solicitor - Budget Line Item #438.453.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
7. **Approve Partial Payment #5 In The Amount of \$6,366.69 To American Engineers Group For Engineering Services From December 1 To December 30, 2023 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Mr. Cramer made a motion to **approve Partial Payment #5 In The Amount of \$6,366.69 To American Engineers Group For Engineering Services From December 1 To December 30, 2023 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

8. **Appoint Patrick Best To Zoning Hearing Board as an Alternate Member For A Three-Year Term Expiring January 1, 2027.** Ms. Lyons made a motion to appoint Patrick Best To Zoning Hearing Board as an Alternate Member For A Three-Year Term Expiring January 1, 2027. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

9. **Authorize Scheduling, Advertising and Bidding For Annual Spring Clean-up From April 24 To April 27.** Mr. Cramer made a motion to authorize Scheduling, Advertising and Bidding For Annual Spring Clean-up From April 24 To April 27. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

10. **Ratify Making One Payment of Insurance Invoices In Lieu of Installments As Follows*:**
A. **Keystone Municipal Insurance Trust – Paid 12/6/23 \$22,093.00 – Twp. Workers Comp. 2024**
B. **Donegal Insurance Group - Paid 1/9/24 \$28,385.90 - Golf Course Workers Comp. 2024**

Ms. Lyons made a motion to ratify Making One Payment of Insurance Invoices In Lieu of Installments As Follows*: A. Keystone Municipal Insurance Trust– Paid 12/6/23 \$22,093.00 – Twp. Workers Comp. 2024. B. Donegal Insurance Group - Paid 1/9/24 \$28,385.90 - Golf Course Workers Comp. 2024. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

11. **Approve Making One Payment of Insurance Invoice In Lieu of Installments As Follows*:**
A. **State Workers Insurance Fund – Due 1/26/24 \$30,077.00 – Fire Dept. Workers Comp. 2024**
***Other Township Insurance Premiums Estimated at \$90,000.00 Are Paid Lump Sum in April/May.**

Mr. Cramer made a motion to approve Making One Payment of Insurance Invoice In Lieu of Installments As Follows*: A. State Workers Insurance Fund – Due 1/26/24 \$30,077.00 – Fire Dept. Workers Comp. 2024, *Other Township Insurance Premiums Estimated at \$90,000.00 Are Paid Lump Sum in April/May. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

12. **Approve Supervisors' Attendance at Pocono Chamber of Commerce's Annual Report to Business Breakfast, January 25, 2024, 8:00 AM - 10:00 AM – Budget Line Item #400.460.** Ms. Lyons made a motion to approve Supervisors' Attendance at Pocono Chamber of Commerce's Annual Report to Business Breakfast, January 25, 2024, 8:00 AM - 10:00 AM – Budget Line Item #400.460. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

13. **Acknowledge Application To PA State Veterans' Commission For Real Estate Tax Exemption By Amika Neptune, 4111 Ashwood Lane.** Acknowledged.

Executive Session: Mr. Cramer made a motion to go into executive session at 7:27 P.M. to discuss litigation, real property, personnel and security matters. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Ms. Lyons made a motion to return to regular session at 7:48 P.M. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Ms. Shukaitis said that the Board discussed personnel and litigation matters in executive session and she asked if there were any motions. Mr. Cramer made a motion acknowledging receipt of tentative date of Douglas Walker's retirement. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

There being no further business, Mr. Cramer made a motion to adjourn the meeting at 7:49 P.M. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary