

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES

REGULAR MEETING, NOVEMBER 21, 2023 7:00 P.M.

The Regular Meeting of the Stroud Township Board of Supervisors was called to order by Chairwoman & Secretary, Christine A. Wilkins at 7:00 P.M., she attended via Zoom. Also attending in-person were Vice Chairwoman & Ass't Secretary, Jennifer Shukaitis; Supervisor/Ass't Treasurer Edward C. Cramer; Township Manager, Daryl A. Eppley; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Mrs. Wilkins turned the meeting over to Ms. Shukaitis who began the meeting with the Pledge of Allegiance.

Public Comments: (Non-Agenda Items) Pat Henley thanked the board for their service and wished everyone a Happy Thanksgiving.

Approve Regular Meeting Minutes: November 6, 2023. Mr. Cramer made a motion to **Approve Regular Meeting Minutes for November 6, 2023.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.

Approve Special Meeting Minutes: November 8, 2023. Mr. Cramer made a motion to **Approve Special Meeting Minutes for November 8, 2023.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.

Approve Special Meeting Minutes: November 14, 2023. Mrs. Wilkins made a motion to **Approve Special Meeting Minutes for November 14, 2023.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$67,633.75. Mr. Cramer made a motion to **Approve Payment of Bills from the General Fund in the amount of \$67,633.75.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$12,222.99. Mrs. Wilkins made a motion to **Approve Payment of Bills from the Golf Course Fund in the amount of \$12,222.99.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Loan: Wayne Bank – G.O. Bond 2011: \$14,184.80 (EIT Open Space Fund). Mr. Cramer made a motion to **Approve Payment of Loan: Wayne Bank – G.O. Bond 2011: \$14,184.80 (EIT Open Space Fund).** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.

Approve Payment for Lease: Pinebrook Park Annual Lease Payment: \$2,500.00 (EIT Open Space Fund). Mr. Cramer made a motion to **Approve Payment for Lease: Pinebrook Park Annual Lease Payment: \$2,500.00 (EIT Open Space Fund).** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: Month of October, 2023. Mrs. Wilkins made a motion to Accept the **Treasurer's Report for the of Month of October, 2023.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Manager's Report: Mr. Eppley reported Rylind Construction has completed installation of the new Mervine Road bridge which is open to traffic and removed the 60-ft. temporary bridge. Punch list items remain before the project is completed. Signed contracts from the contractor for the Geen Light-Go project have been provided to us, the Smithfields, and Pocono Township. A pre-construction meeting is being coordinated within the next 2 weeks. Preliminary engineering continues by American Engineers Group on the Lessig Lane bridge project. McCormick Taylor, the consultant for the Federal Lands Access Program grant for the Croasdale Road bridge replacement, was sent the executed reimbursement agreement for signing by state officials. A site meeting was held on November 7 at the Chipperfield Dr./N. Fifth St./Mill Creek Rd. intersection attended by himself, Reilly Associates, and PennDOT representatives. A pre- application meeting will be scheduled with DEP to discuss wetland impacts. A meeting was held on November 15 with DEP to discuss sewer system expansion out West Main Street. The statewide LSA grant application for \$1 million was submitted yesterday for the Brushy Mountain Road/ Route 447 intersection project.

Public Works Dept. Report: Mr. Eppley read Douglas Walker's report. The Road Crew has been working on the following: Fall Leaf pick-up – both scheduled pick-ups are completed and the crews are going back around for a final sweep. Both Penn Estates and Blue Mountain Lakes leaves have been picked up last week; The garage on the back of township property, pin#17730111552712 at Powerhouse Lane/Creekview Park has been taken down and all debris removed; 550 - 1Ton was delivered; Keeping up with road/street signs maintenance. We have received calls from residents stating signs are down or missing; Mervine Bridge project is finishing up. Removal of the bridge, top soil and seed/ straw is scheduled for early this week; Working out both Leaf Vac belt issues; 4 Informational signs were placed at a few of our parks for Stroud Regional Open Space. These signs are geared towards younger

and handicap visitors. 2 were placed at Creekview Park, 1 at Yetter Park and 1 at Brodhead Creek Park. See attached photos; And as always, we are working on quite a few "Request for Action" forms.

Police Report: Captain Raymond gave a brief summary from the Police Report and asked if there were any questions. Mr. Cramer had a question about tickets we have been receiving in the office. There were tickets marked "Parking Against The Flow of Traffic", residents have been coming in and asking the office staff for an explanation on why they were ticketed. We were not prepared and caught off guard for this. Captain Raymond said he's looking into the actual regulation and let us know how to go about with explaining this violation.

Solicitor's Report: Mr. Weitzmann did not have anything to discuss outside of Executive Session.

Engineer's Report: Mr. Eppley read from Reilly Associates report. He gave an update on the I&I for STSA, summarized MS4 and plan reviews. Updated the board on ongoing projects such as St. Luke's Phase II, Stroudsburg High School Pedestrian Bridge, Chipperfield/5th Street/Mill Creek Intersection and West Main Street Sewage Planning Expansion.

Fire Department Report: Brian McCartney reported for the fire department. He told the board they will be pump testing on the following Monday. Breakfast with Santa is scheduled for December 17th. Then wished the board a Happy Thanksgiving.

New Business:

1. **Approve Awarding Bid on 2003 Mack RD688S Dump Truck Advertised on Municibid.** Mr. Cramer made a motion to **Approve Awarding Bid on 2003 Mack RD688S Dump Truck Advertised on Municibid, to Jay Stigham for \$18,500.00.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.
2. **Approve Awarding Bid on 2003 Ford F550 Super Duty Truck Advertised on Municibid.** Mrs. Wilkins made a motion to **Approve Awarding Bid on 2003 Ford F550 Super Duty Truck Advertised on Municibid, to Jeremy Klein for \$14,000.00.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Partial Payment #3 In The Amount of \$237,886.51 To Rylind Construction Company, Inc. Towards Mervine Road Bridge Replacement Project As Recommended By RKR Hess Subject To Payment Approval By Grant Consultant, McCormick Taylor - Budget Line Item #438.453.** Mr. Cramer made a motion to **Approve Partial Payment #3 In The Amount of \$237,886.51 To Rylind Construction Company, Inc. Towards Mervine Road Bridge Replacement Project As Recommended By RKR Hess Subject To Payment Approval By Grant Consultant, McCormick Taylor - Budget Line Item #438.453.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.
4. **Approve Partial Payment of \$3,059.95 To RKR Hess For Engineering Services and Reimbursable Costs Towards Mervine Road Bridge Replacement For Period Ending 10/27/23 - Budget Line Item #438.453.** Mrs. Wilkins made a motion to **Approve Partial Payment of \$3,059.95 To RKR Hess For Engineering Services and Reimbursable Costs Towards Mervine Road Bridge Replacement For Period Ending 10/27/23 - Budget Line Item #438.453.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Payment In The Amount of \$55,919.00 To E.M. Kutz For Dump Body And Attached Equipment Under CoStars Program For 2023 Ford F-550 Truck - Budget Line Item #430.741.** Mr. Cramer made a motion to **Approve Payment In The Amount of \$55,919.00 To E.M. Kutz For Dump Body And Attached Equipment Under CoStars Program For 2023 Ford F-550 Truck - Budget Line Item #430.741.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.
6. **Approve Partial Payment #3 In The Amount of \$5,221.29 To American Engineers Group For Engineering Services From October 1 To October 28, 2023 Towards Lessig Lane Bridge Replacement Project Subject To Payment Approval By Grant Consultant, McCormick Taylor – Budget Line Item #438.453.** Mrs. Wilkins made a motion to **Approve Partial Payment #3 In The Amount of \$5,221.29 To American Engineers Group For Engineering Services From October 1 To October 28, 2023 Towards Lessig Lane Bridge Replacement Project Subject To Payment Approval By Grant Consultant, McCormick Taylor – Budget Line Item #438.453.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
7. **Approve Security Releases #4 & #5 In The Amounts of \$840.00 and \$24,049.79, respectively, For Cahn Lot 3 Land Development Plan Improvements Per Township Engineer's Recommendation.** Mr. Cramer made a motion to **Approve Security Releases #4 & #5 In The Amounts of \$840.00 and \$24,049.79, respectively, For Cahn Lot 3 Land Development Plan Improvements Per Township Engineer's Recommendation.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.
8. **Approve Stroud Region Open Space & Recreation Commission Request To Proceed With Planning and Fundraising For A Public Dog Park At The BCRA Field Adjacent To Brodhead Creek Park.** Mrs. Wilkins made a motion to **Approve Stroud Region Open Space & Recreation Commission Request To Proceed**

With Planning and Fundraising For A Public Dog Park At The BCRA Field Adjacent To Brodhead Creek Park. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

9. **Present 2024 Township Annual Budget In The Amount of \$11,362,655.00 For Public Review and Authorize Advertising For Its Adoption on December 19, 2023.** Mr. Cramer made a motion to **Present 2024 Township Annual Budget In The Amount of \$11,362,655.00 For Public Review and Authorize Advertising For Its Adoption on December 19, 2023.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.
10. **Approve Publishing Public Notice For Township Appointing A Certified Public Accountant To Make An Examination of The Township Accounts For Fiscal Year 2023 At Its Reorganization Meeting.** Mrs. Wilkins made a motion to **Approve Publishing Public Notice For Township Appointing A Certified Public Accountant To Make An Examination of The Township Accounts For Fiscal Year 2023 At Its Reorganization Meeting.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
11. **Approve Signing and Entering Into Construction Agreement With Telco, Inc. For The 2023 Monroe County Green Light Go Adaptive Signal Control Project Subject To Execution of Contracts By The Smithfields and Pocono Township*.** Mr. Cramer made a motion to **Approve Signing and Entering Into Construction Agreement With Telco, Inc. For The 2023 Monroe County Green Light Go Adaptive Signal Control Project Subject To Execution of Contracts By The Smithfields and Pocono Township*.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0.

Executive Session: Mr. Cramer made a motion to **go into executive session at 7:31 P.M. to discuss litigation, real property, personnel and security matters.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **return to regular session at 8:15 P.M.** Mrs. Wilkins 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. There were none.

There being no further business, Mrs. Wilkins made a motion to **adjourn the meeting at 8:15 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary