

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES

REGULAR MEETING, April 18, 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. and was conducted for an in-person meeting of the Board. Also attending were Vice Chairwoman & Ass't Secretary, Jennifer Shukaitis; Supervisor/Ass't Treasurer Edward C. Cramer; Township Manager, Daryl A. Eppley; Township Engineer, Matt Evans, of Reilly Associates; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Mrs. Wilkins began the meeting with the Pledge of Allegiance.

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

Approve Special Meeting Minutes: March 30, 2023. Ms. Shukaitis made a motion to **Approve Special Meeting Minutes: March 30, 2023.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Regular Meeting Minutes: April 4, 2023. Mr. Cramer made a motion to **Approve Regular Meeting Minutes: April 4, 2023.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$154,397.69. Ms. Shukaitis made a motion to **Approve Payment of Bills: General Fund: \$154,397.69.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$7,508.36. Mr. Cramer made a motion to **Approve Payment of Bills: Golf Course Fund: \$7,508.36.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

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

Manager's Report: Mr. Eppley reported the Agreement with Stan Litow and PennDOT documents have been fully-executed. The timber harvest project off of Glenbrook Road is processing. Last week staff filed the township's second of three American Rescue Plan reports. By Friday the debris removal project at Penn Hills should be complete. The remaining concrete buildings are scheduled for lead paint testing. The Consultant for the Green Light-Go project was preparing the bid for review before the end of April. The township is now set-up in the PennDOT Electronic Construction Management System to proceed with Croasdale Road bridge replacement project. Consultant proposals are being reviewed so we can bid and complete the Mervine Road bridge replacement project. We are awaiting state signatures on the grant reimbursement agreement for Lessig Lane bridge replacement project. We need to finalize the draft stormwater ordinance with Mr. Weitzmann and Reilly Associates. Spring Clean-up will start next Wednesday to Saturday 8 am to 4 pm. The golf course is doing well since opening in March.

Public Works Dept. Report: Mr. Eppley read from Douglas Walker's report. The Road Crew has been working on the following: Spring Leaf Pick-up has begun; Started mowing; Continuing roadside maintenance cutting trees back; Preparing for Spring Clean-up; Scheduled and attended 2 safety classes with East Stroudsburg Borough, a Flagger Class for 2 new men, a Back and Ergonomics Safety Training and a Chainsaw Safety; Always working hard on the "Request for Action" forms as they come in.

Police Report: No police report until new RMS system data can be compiled by SARPD.

Solicitor's Report: Mr. Weitzmann said there is nothing to report outside of Executive Session, but wanted the board to know he is planning on attending Thursday meeting at Control Center regarding the Act 167 Plan.

Engineer's Report: Mr. Evans gave an update on the I&I for STSA. Ongoing items for MS4 such as , coordinating Public Education and Housekeeping items, research potential township projects and funding opportunities to satisfy the sediment reduction requirement by end of 2024 permit period. Reilly Associates are still waiting on some information on Plan Reviews. St. Luke's Phase II, construction and inspections are being coordinated as needed. Stroudsburg High School Pedestrian Bridge is being monitored for movement and must schedule footing inspection. Still working on conceptual layout for Chipperfield/5th Street/Mill Creek Intersection as discussed with the township. Preparing preliminary mapping for West Main Street Sewage Planning Extension.

Fire Department Report: Brian McCartney summarized their report and an update on some future fund raising.

Old Business: None From Prior Meeting Agendas

New Business:

1. **Approve Parking of Arlington Station Fire Trucks at Gaunt Road Property For Duration of Floor Project at Arlington Station.** Ms. Shukaitis made a motion to **Approve Parking of Arlington Station Fire Trucks at Gaunt Road Property For Duration of Floor Project at Arlington Station.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
2. **Adopt Resolution No. 2023-38 Regarding Purchase of 3.86+/- Acres of Open Space From Estate of Candace Briggs For \$20,000.00 and Waiving Subdivision Ordinance Requirements For Natural Subdivision (Parcel ID No. 17.4.4.8-24 and Parcel ID No. 17.4.4.4)* – Payable From Open Space EIT Fund.** Mr. Cramer made a motion to **Adopt Resolution No. 2023-38 Regarding Purchase of 3.86+/- Acres of Open Space From Estate of Candace Briggs For \$20,000.00 and Waiving Subdivision Ordinance Requirements For Natural Subdivision (Parcel ID No. 17.4.4.8-24 and Parcel ID No. 17.4.4.4)* – Payable From Open Space EIT Fund.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
3. **Ratify Filing of Township’s Second Municipal Lien Claim Against Former Penn Hills Property in the Amount of \$353,908.17; Approve Filing of Third Municipal Lien Claim Against Same Property in the Amount of \$287,449.96* and Approve Filing of Additional Municipal Lien Claims By Township Solicitor According To Monroe County Court Order.** Ms. Shukaitis made a motion to **Ratify Filing of Township’s Second Municipal Lien Claim Against Former Penn Hills Property in the Amount of \$353,908.17; Approve Filing of Third Municipal Lien Claim Against Same Property in the Amount of \$287,449.96* and Approve Filing of Additional Municipal Lien Claims By Township Solicitor According To Monroe County Court Order.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
4. **Approve Payment #1 in the Amount of \$291,526.43 To RLE Enterprises Towards Penn Hills Debris Removal Based on Contract Terms and Site Inspection By Public Works Superintendent – Payable From American Rescue Plan Fund.** Mr. Cramer made a motion to **Approve Payment #1 in the Amount of \$291,526.43 To RLE Enterprises Towards Penn Hills Debris Removal Based on Contract Terms and Site Inspection By Public Works Superintendent – Payable From American Rescue Plan Fund.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Township Manager Signing of Worker Protection and Investment Certification Form Pertaining To Lessig Lane Bridge Replacement Project.** Ms. Shukaitis made a motion to **Approve Township Manager Signing of Worker Protection and Investment Certification Form Pertaining To Lessig Lane Bridge Replacement Project.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
6. **Approve Purchase of Five Roller Shades For District Magistrate Offices From Miller’s Paint and Wallpaper For A Price of \$2,186.02 - Budget Line Item #409.750.** Mr. Cramer made a motion to **Approve Purchase of Five Roller Shades For District Magistrate Offices From Miller’s Paint and Wallpaper For A Price of \$2,186.02 - Budget Line Item #409.750.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
7. **Approve Joshua Miller Memorial 5K Run/Walk Partly on Wallace Street on June 4 From 8 AM to 11 AM.** Ms. Shukaitis made a motion to **Approve Joshua Miller Memorial 5K Run/Walk Partly on Wallace Street on June 4 From 8 AM to 11 AM.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
8. **Adopt Resolution No. 2023-39 Regarding Authorizing Christine Wilkins, Chairwoman, Signing of PennDOT Documents Pertaining To Acquisition of Land For Right-of-Way Required For Glenbrook Road Bridge Replacement Project.** Mr. Cramer made a motion to **Adopt Resolution No. 2023-39 Regarding Authorizing Christine Wilkins, Chairwoman, Signing of PennDOT Documents Pertaining To Acquisition of Land For Right-of-Way Required For Glenbrook Road Bridge Replacement Project.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
9. **Approve Transfer of \$17,324.00 From Glen Brook Golf Course Fund To Township General Fund For January, February, March 2023 Golf Course Payroll.** Ms. Shukaitis made a motion to **Approve Transfer of \$17,324.00 From Glen Brook Golf Course Fund To Township General Fund For January, February, March 2023 Golf Course Payroll.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
10. **Approve Advertising For Paving Bid on Township Roads Selected By Public Works Superintendent, As May Be Amended Due To Budget Constraints.** Mr. Cramer made a motion to **Approve Advertising For Paving Bid on Township Roads Selected By Public Works Superintendent, As May Be Amended Due To Budget Constraints.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

11. **Adopt Resolution No. 2023-40 Proclaiming May 2023 as National Tennis Month.** Mr. Cramer made a motion to **Adopt Resolution No. 2023-40 Proclaiming May 2023 as National Tennis Month.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Executive Session: Ms. Shukaitis made a motion to **go into executive session at 7:32 P.M. to discuss litigation, real property, personnel and security matters.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Ms. Shukaitis made a motion to **return to regular session at 7:56 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Mrs. Wilkins said that the Board discussed personnel and litigation matters in executive session and she asked if there were any motions. Ms. Shukaitis made a motion to **approve the demolition of the cottage house on Hickory Valley Park property.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **hire Brandon Burchartz, start date of 5/1/2023 at \$18/hour and for Spring Clean-up Friday, 4/28 and Saturday, 4/29 at \$25/hour.** Ms. Shukaitis 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 7:57 P.M.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary

*Revised from Agenda