

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES

REGULAR MEETING, March 26, 2019, 7:00 P.M.

A Regular Meeting of the Stroud Township Board of Supervisors was called to order by Vice-Chairman & Ass't Secretary, Christine A. Wilkins at 7:00 P.M., at the Stroud Township Municipal Center, 1211 North Fifth Street, Stroudsburg, Pa. Also present were Supervisor/Ass't Treasurer, Edward C. Cramer; Township Manager, Daryl Eppley; Township Solicitor, Todd Weitzmann; Township Staff Engineer, Donna Alker, P.E.; Township Engineer, Chris McDermott, P.E.; Recording Secretary, Janice Willey.

Appoint Interim Stroud Township Supervisor Fulfilling Vacant Position Until January 6, 2020. Mr. Cramer explained there were 3 letters of interest, Brian McCarthy, Patrick Briegel, and Jennifer Shukaitis. All were good qualified candidates. Knowing his experience with our Planning Commission, Blue Mountain Estates property management and other municipalities, Mr. Cramer moved to **appoint Patrick Briegel as Interim Stroud Township Supervisor Fulfilling Vacant Position Until January 6, 2020.** Mrs. Wilkins seconded the motion. Mr. Cramer and Mrs. Wilkins voted aye, motion carried 2-0. Mr. Briegel joined Supervisor Wilkin and Supervisor Cramer at the front dais. Mr. Cramer said he had a question regarding appointing positions on the Board for Mr. Weitzmann, Township Solicitor. Mr. Weitzmann said it could be done at any time between now and the end of the year but it does have to be at a meeting. Mr. Cramer moved to **appoint Mrs. Wilkins as Chairwoman of the Board of Supervisors.** Mr. Briegel seconded the motion. Mr. Cramer and Mr. Briegel voted aye, Mrs. Wilkins abstained. Motion carried 2-0. Mr. Cramer moved to **appoint Mr. Briegel as Vice Chairman of the Board of Supervisors.** Mrs. Wilkins seconded the motion. Mr. Cramer and Mrs. Wilkins voted aye, Mr. Briegel abstained. Motion carried 2-0.

Public Comments: There were no public comments

Approve Regular Meeting Minutes from February 5, 2019. Mr. Cramer moved to **approve Regular Meeting Minutes from February 5, 2019.** Mr. Briegel seconded the motion. All voted aye, motion carried 3-0.

Approve Regular Meeting Minutes from February 19, 2019. Mr. Cramer moved to **approve Regular Meeting Minutes from February 19, 2019.** Mr. Briegel seconded the motion. All voted aye, motion carried 3-0.

Approve Public Hearing Minutes from February 28, 2019 (Ordinance No. 2-2019). Mr. Cramer moved to **approve Public Hearing Minutes from February 28, 2019 (Ordinance No. 2-2019).** Mr. Briegel seconded the motion. All voted aye, motion carried 3-0.

Approve Special Meeting Minutes from February 28, 2019. Mr. Cramer moved to **approve Special Meeting Minutes from February 28, 2019.** Mr. Briegel seconded the motion. All voted aye, motion carried 3-0.

Approve Public Hearing Minutes from February 28, 2019 (C.L.U. Club Liquor License Transfer). Mr. Cramer moved to **approve Public Hearing Minutes from February 28, 2019 (C.L.U. Club Liquor License Transfer).** Mr. Briegel seconded the motion. All voted aye, motion carried 3-0.

Approve Regular Meeting Minutes from March 5, 2019. Mr. Cramer moved to **approve Regular Meeting Minutes from March 5, 2019.** Mr. Briegel seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$161,756.38. Mr. Briegel moved to **approve Payment Of Bills from the General Fund in the amount of \$161,756.38.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$2,067.97. Mr. Cramer moved to **approve Payment Of Bills from the Golf Course Fund in the amount of \$2,067.97.** Mr. Briegel seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: Month of February. Mr. Eppley read the Treasurer's Report for the month of February 2019. Mr. Cramer moved to **accept the Treasurer's Report for the month of February.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.

Manager's Report: Mr. Eppley explained he will be giving a monthly update during the second meeting of the month along with our other department updates. Postcards have been mailed out to property owners with Spring Leaf Collection schedule and Spring Clean-Up dates in April. Security Cameras have been installed. I am meeting with two contractors tomorrow to get quotes on security doors and hardware. Fuel and Quarry Stone Bid notices have been published. PennDot has acknowledged receipt of our Green Light-Go Grant acceptance, it is about \$521,000 grant that we receive from them. PennDot does not want to be our lead traffic signal designer and coordinate with our Traffic Engineer, Reilly Associates. We are looking to set up a meeting with Pocono Township because they also received a Green Light-Go Grant. So we will see if we can get the Route 611 corridor with updated coordinated signals. We are continuing with the permitting of the temporary bridge over the Mervine Road bridge in Cherry Valley. We are looking into paving our front parking area after some repairs are done. I received a preliminary list of roads to be paved, chipped sealed and crack sealed from Douglas Walker our Road Superintendent. Mr. Cramer moved to **accept the Manager's Report.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.

Public Works Dept. Report: Douglas Walker prepared a list of roads to be paved, chipped sealed and crack sealed. Monday the crew was out at the golf to help get it ready, they will be open on Thursday. Today the Road Department attended a Flagger Training course for recertification. April will be a busy month because of Spring Clean-Up and Leaf Collection.

Police Report: Lt. Schmidt reported there were no robberies or drug overdoses this month. All new HVAC units and hopefully the roof will be replaced by the end of the summer.

Solicitor's Report: Mr. Weitzmann said the only thing he has is a reminder there is hearing on April 4, 2019 at 2:00PM regarding the dangerous structures at the former Penn Hills Resort.

Engineer's Report: Mrs. Alker distributed a written report and gave an update on several projects she's been working on. The MS4 Storm Water permit, Pollution Reduction Plan will be advertised for public comment. She is preparing an updated list of township roads, including right of way widths and legal instruments for dedication of roads for reference to have at our fingertips. She is continuing inspections on projects in progress. The majority of the construction is completed on the ESU turf fields. A punch list of construction items remain and has been submitted. . Mr. Cramer moved to **accept the Engineer's Report.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.

Fire Department Report: No one there to report

Old Business:

1. **Hayward Labs Land Development Plan - Planning Commission Recommendation; Action Deadline: April 30, 2019.** Nate Oiler, P.E. and Dave Nicolls were present on behalf of the applicant to discuss the latest revised plans and Township Staff Engineer's comment letter. Mr. Cramer made a motion to **approve the Land Development Plan subject to Donna Alker's letter dated March 15, 2019 and add a note the plan in regards to landscaping and existing vegetation.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.

2. **Stroudsburg Area School District Middle School Land Development Plan – Planning Commission Recommendation; Action Deadline: April 30, 2019.** Chris McDermott, P.E. was present on behalf of the applicant to discuss the latest revised plans and Township Staff Engineer’s comment letter. Mr. Cramer made a motion to **approve all modifications in comment #1 of Donna Alker’s letter dated 3/20/2019 (see below).**

- **22-206.4.B(7)** for relief from the requirement to show tract boundaries with bearings and distances, as determined by accurate survey.
- **22-206.4.C(4)(b)10** for relief from certification of the property boundary by a Pennsylvania registered surveyor.
- **22-309.5** for relief from showing monuments and lot markers.
- **22-206.4.B(9) and 22-206.4.B(30)** for relief from showing adjacent property owner names and uses, other than those already shown on the plan.
- **22-206.4.B(28)** for relief from showing wetlands, floodplains, steep slopes, waterways and drainage channels within 200 feet of the land development and approximate locations of buildings within 100 feet of the land development.
- **22-309.1.B(4)** to permit the lighting to be controlled by a timer set to turn lights off at 12 am rather than 11 pm and turn them back on at 4 am rather than at dawn.
- **22-306.3C(1)** to permit the use of 6” curb reveal with an 18” total curb height rather than an 8” curb reveal with a 21” total curb height.
- **22-306.3C(1)** to permit the use of a mountable curb on the inside of the circular driveway rather than a curb with an 8” reveal.

Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.

- Mr. Cramer made a motion to **approve the modification in regards to the storm water plan, 303.A (section from the actual ordinance), requiring water quality and test management practices be designed that detains the proposed 2 year/24 hours design.**
- Mr. Cramer made a motion to **approve the Land Development Plan condition on adequately addressing the Township Engineer’s comments, receipt of a Developer’s Agreement and a waiver of required performance guarantee because it is the school district. And also include the approval of the storm water plan.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.

New Business:

1. **Approve Change Of Scope For Engineering Services By RKR Hess At Estimated Cost Of \$25,000.00 Plus Reimbursables Pertaining To Mervine Road Bridge Replacement Project - Budget Line Item #438.453.** Nate Oiler explained the bridge was in need of repairs and after last winter an ice jam damaged an upper beam causing weight and lane restrictions. It is a challenging design because it is very flat down there. Turtle habitats were found that they do not want to disturb. Mr. Cramer moved to **approve Change Of Scope For Engineering Services By RKR Hess At Estimated Cost Of \$25,000.00 Plus Reimbursables Pertaining To Mervine Road Bridge Replacement Project - Budget Line Item #438.453.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.
2. **Approve Security Release #2 In The Amount Of \$1,636,625.40 For St. Luke’s Land Development And Wigwam Park Road Per Recommendation Of Township Engineer.** Mr. Cramer moved to **approve Security Release #2 In The Amount Of \$1,636,625.40 For St. Luke’s Land Development And Wigwam Park Road Per Recommendation Of Township Engineer.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.
3. **Approve Obtaining Proposals For Brushy Mt. Road and Pocahontas Road Intersection Improvements.** Mr. Briegel moved to **approve Obtaining Proposals For Brushy Mt. Road and**

Pocahontas Road Intersection Improvements. Mr. Cramer seconded the motion. All voted aye. Motion carried 3-0.

4. **Authorize Solicitor To Prepare Ordinance For All-Way Stop At Laural & Christopher Streets.** Mr. Briegel moved to **authorize Solicitor To Prepare Ordinance For All-Way Stop At Laural & Christopher Streets.** Mr. Cramer seconded the motion. All voted aye. Motion carried 3-0.
5. **Approve Purchase Of New Kubota ZD 1211L-72 Mower From Marshall Machinery, Inc. Under State Contract (AG#4400020095) For A Price Of \$14,389.40 – Budget Line Item #454.760.** Mr. Cramer moved to **approve Purchase Of New Kubota ZD 1211L-72 Mower From Marshall Machinery, Inc. Under State Contract (AG#4400020095) For A Price Of \$14,389.40 – Budget Line Item #454.760.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.
6. **Approve Purchase Of 2019 Pequea TR 102078S Trailer From Marshall Machinery, Inc. For A Price Of \$5,195.00 – Budget Line Item #430.730.** Mr. Briegel moved to **approve Purchase Of 2019 Pequea TR 102078S Trailer From Marshall Machinery, Inc. For A Price Of \$5,195.00 – Budget Line Item #430.730.** Mr. Cramer seconded the motion. All voted aye. Motion carried 3-0.
7. **Approve \$500 Contribution To Brodhead Watershed Association For Adopt-A-Stream Stewardship – Budget Line Item #460.007.** Mr. Cramer moved to **approve \$500 Contribution To Brodhead Watershed Association For Adopt-A-Stream Stewardship – Budget Line Item #460.007.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.
8. **Approve Installation Of 20' x 40' Township Tent For B.C.R.A. Water Festival On Saturday, May 18, 2019.** Mr. Briegel moved to **approve Installation Of 20' x 40' Township Tent For B.C.R.A. Water Festival On Saturday, May 18, 2019.** Mr. Cramer seconded the motion. All voted aye. Motion carried 3-0.

Executive Session: Mrs. Wilkins made **a motion to go into executive session at 8:21 P.M. to discuss litigation, real property and personnel matters.** Mr. Cramer seconded the motion. All voted aye. Motion carried 3-0. Mr. Cramer made a motion to **return to regular session at 9:09 P.M.** Mr. Briegel seconded the motion. Mrs. Wilkins said that the Board discussed personnel and litigation matters in executive session and he asked if there were any motions to come before the Board. Mr. Cramer moved to **appoint Patrick Briegel as Ass't Public Works Superintendent.** Mrs. Wilkins seconded the motion. Mr. Briegel abstained. Mr. Cramer and Mrs. Wilkins voted aye. Motion carried (2-0). Mr. Cramer moved to **appoint the following golf course maintenance personnel starting pay period 3/25/2019 Darren Casey at \$640/weekly salary, Brad Cerino at \$13/hour, Al Hopkins at \$12.60, Tom Besecker at \$9.10/hour, and starting pay period 4/2/2019 Dan Johnson at \$10/hour. Pro Shop Personnel Will Gruppo starting 3/25/2019 at \$300/weekly salary and increasing on 4/1/2019 to \$575/weekly salary.** Mr. Briegel 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 9:12 P.M.** Mr. Briegel seconded the motion. All voted aye. Motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary