

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES

REGULAR MEETING, October 20, 2020, 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., at the Stroud Township Municipal Center, 1211 North Fifth Street, Stroudsburg, Pa.. Also present were Vice Chairwoman & Ass't Secretary, Jennifer Shukaitis; Supervisor/Ass't Treasurer Edward C. Cramer; Township Manager, Daryl A. Eppley; Township Staff Engineer, Donna Alker, P.E.; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Mrs. Wilkins began the meeting with the Pledge of Allegiance.

Public Comments: (Non-Agenda Items). Pat Henley had a few questions about Halloween hours and guidelines.

Approve Workshop Meeting Minutes: September 8, 2020. Mr. Cramer moved to **approve Workshop Meeting Minutes: September 8, 2020.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Public Hearing Minutes: September 15, 2020 (Short-Term Rental Overlay District Ordinance). Ms. Shukaitis moved to **approve Public Hearing Minutes: September 15, 2020 (Short-Term Rental Overlay District Ordinance).** Mr. Cramer seconded. All voted aye, motion carried 3-0.

Approve Public Hearing Minutes: September 15, 2020 (Short-Term Rental Permit Ordinance). Mr. Cramer moved to **approve Public Hearing Minutes: September 15, 2020 (Short-Term Rental Permit Ordinance).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Workshop Meeting Minutes: September 28, 2020. Ms. Shukaitis moved to **approve Workshop Meeting Minutes: September 28, 2020.** Mr. Cramer seconded. All voted aye, motion carried 3-0.

Approve Public Hearing Minutes: October 6, 2020 (Animal Shelter Auxiliary Use Ordinance). Mr. Cramer moved to **approve Public Hearing Minutes: October 6, 2020 (Animal Shelter Auxiliary Use Ordinance).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Payment Of Bills: General Fund: \$87,309.11. Ms. Shukaitis moved to **approve Payment Of Bills: General Fund: \$87,309.11.** Mr. Cramer seconded. All voted aye, motion carried 3-0.

Approve Payment Of Bills Golf Course Fund: \$3,979.39. Mr. Cramer moved to **approve Payment Of Bills: General Fund: \$87,309.11.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: Month of September. Mr. Eppley read the Treasurer's Report aloud. Ms. Shukaitis moved to **accept the Treasurer's Report: Month of September.** Mr. Cramer seconded. All voted aye, motion carried 3-0.

Manager's Report: Mr. Eppley reported our Safety Committee met on 9/30/2020 and our KMIT Risk Management Assessment evaluation score was higher than last year. He was contacted by PennDOT design firm regarding the Glenbrook Road bridge replacement project and the Glenbrook Road slope remediation project will be packaged in with the bridge project. The township participated in the "Pick up the Poconos" campaign and the volunteers collected over 66 bags of road-side litter. Preliminary damage assessment documents for Tropical Storm Isaiah were submitted to PEMA. The PEMA representative stated the county met the disaster aid threshold but the state did not meet the \$19.1 million for federal disaster aid. The DEP permit is still pending for Mervine Road bridge replacement project. And there is another HSPS Comprehensive Plan meeting here tomorrow night.

Public Works Dept. Report: Douglas Walker's report said the Road Crew has been working on the following projects; Breezy View has been paved; they finished sealing blacktop joints; he pulled trees

from McMichael Creek; leaf pick up has begun; they are focusing on battery maintenance on traffic lights; and as always they are working hard on the "Request for Action" forms as they come in.

Police Report: Officer Raymond reported they are proceeding with new hires. The department just completed written and physical exams. There were no assaults this past month and only 2 burglaries. Mr. Cramer asked how the Police Department will be handling the new Halloween hours for the different municipalities. He responded regularly all officers would be working for those Trick-or-Treat hours, so this year it will be longer hours they will be on.

Solicitor's Report: Nothing to report outside executive session.

Engineer's Report: Mrs. Alker's report stated she submitted the annual report to PADEP for the MS4 permit. She has met with the Planning Commission to review proposed amendments to the Zoning Ordinances. Still waiting for plans from Reilly Associates for the Brushy Mt. Road & Rt. 447 drainage project. Pennoni Associates is working on the as-built plans and the Notice of Termination of the NPDES Permit for St. Lukes/Rt. 611 area. And she is continuing to work on ongoing SALDO projects.

Fire Department Report: Tom Swope, new president of the fire company, was representing the department for tonight's meeting. He said he thought Chief Unruh would be here but he could not make it. Mr. Swope had a few questions regarding the use of Gaunt Road for some storage and training within the next few weeks. He did advise the Board the Fire Department 2020 Holiday Tree sales will be on this year. Mr. Cramer asked about the acquisition of the two properties for a new firehouse. Mr. Swope said as far as he knows it didn't go through because certain criteria that was not met. Mrs. Wilkins thanked Mr. Swope for his report and commented it's been a while since we've had a representative attend the meeting and looking forward to seeing him again.

Old Business: None From Prior Meeting Agendas

New Business:

- 1. Planning Commission Recommendation – Consider Amending C-4 Office Commercial Zoning District.** Marc Wolfe and Chris Buccino were present to discuss changing the Zoning district on property along Rt. 611. The supervisors and township manager agreed to set up a workshop along with the Planning Commission to discuss options regarding this issue.
- 2. Approve Second 2020 Allocation To Stroud Township Volunteer Fire Dept. In The Amount Of \$30,000.00; \$25,283.30 From ½ Mil Special Fire Tax Fund; \$4,716.70 From Budget Line Item #411.542.** Ms. Shukaitis moved to **approve Second 2020 Allocation To Stroud Township Volunteer Fire Dept. In The Amount Of \$30,000.00; \$25,283.30 From ½ Mil Special Fire Tax Fund; \$4,716.70 From Budget Line Item #411.542.** Mr. Cramer seconded. All voted aye, motion carried 3-0.
- 3. Approve Distribution Of \$200,000.00 For 2020 Minimum Municipal Obligation For Township Pension - \$98,476.66 From State Aid And \$101,523.34 From General Fund - Budget Line Item #487.130.** Mr. Cramer moved to **approve Distribution Of \$200,000.00 For 2020 Minimum Municipal Obligation For Township Pension - \$98,476.66 From State Aid And \$101,523.34 From General Fund - Budget Line Item #487.130.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
- 4. Approve Stroudsburg Area School District Purchase Of White De-Icing Salt At The Price Of \$84.45 Per Ton For 2020-2021 Winter Season.** Ms. Shukaitis moved to **approve Stroudsburg Area School District Purchase Of White De-Icing Salt At The Price Of \$84.45 Per Ton For 2020-2021 Winter Season.** Mr. Cramer seconded. All voted aye, motion carried 3-0.
- 5. Approve Transfer Of \$77,643.85 From Glen Brook Golf Course Fund To Township General Fund For July- August-September, 2019 Golf Course Payroll.** Mr. Cramer moved to **approve**

Transfer Of \$77,643.85 From Glen Brook Golf Course Fund To Township General Fund For July- August-September, 2019 Golf Course Payroll. Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

6. **Approve Partial Payment #2 In The Amount Of \$4,071.87 To Gannett Fleming For Professional Services Towards Hamilton-Stroud-Pocono-Stroudsburg Regional Comprehensive Plan Update; \$545.43 To Be Paid From County Grant Escrow Account, \$3,526.44 To Be Paid From Budget Line Item #414.317.** Ms. Shukaitis moved to **approve Partial Payment #2 In The Amount Of \$4,071.87 To Gannett Fleming For Professional Services Towards Hamilton-Stroud-Pocono-Stroudsburg Regional Comprehensive Plan Update; \$545.43 To Be Paid From County Grant Escrow Account, \$3,526.44 To Be Paid From Budget Line Item #414.317.** Mr. Cramer seconded. All voted aye, motion carried 3-0.
7. **Adopt Resolution No. 2020-41 Regarding Township As Sponsor For Stroudsmoor Local Share Account Grant Application For Sanitary Sewer Project.** Mr. Cramer moved to **adopt Resolution No. 2020-41 Regarding Township As Sponsor For Stroudsmoor Local Share Account Grant Application For Sanitary Sewer Project.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
8. **Approve Purchase Of 34 Replacement Back-up Batteries For Certain Traffic Signals At Estimated Cost Of \$9,010.00 - Payable From Liquid Fuels Fund Account.** Ms. Shukaitis moved to **approve Purchase Of 34 Replacement Back-up Batteries For Certain Traffic Signals At Estimated Cost Of \$9,010.00 - Payable From Liquid Fuels Fund Account.** Mr. Cramer seconded. All voted aye, motion carried 3-0.

Executive Session: Ms. Shukaitis made **a motion to go into executive session at 7:45 P.M. to discuss litigation, real property, personnel and security matters.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **return to regular session at 8:37 P.M.** Ms. Shukaitis 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 to come before the Board. Ms. Shukaitis made a motion to **continue the 50% survivor benefit for Donna Slutter.** Mr. Cramer seconded. All voted aye, motion carried 3-0. Mr. Cramer made a motion **conditioned upon the outcome and receipt of a note from Bill Unruh explaining his absence and satisfies the proof of his quarantine otherwise he should be charged 5 ½ hours of sick time.** Ms. Shukaitis seconded. All voted aye, motion carried 3-0. Mr. Cramer made a motion **at the discretion of the Township Manager based on documentation to act on one day suspension without pay based on the outcome of his ability to provide a note satisfying his absence and his attitude towards the request for this information.** Mrs. Wilkins seconded. Ms. Shukaitis abstained, motion carried 2-0. Mr. Cramer made a motion to **authorize the Township Solicitor to file a complaint with regards to Victor Kholod in the Court of Common Pleas.** Ms. Shukaitis seconded. All voted aye, motion carried 3-0. Ms. Shukaitis made a motion to **authorize the Township Solicitor to file support of prior decision in the case of Suburban Realty.** Mr. Cramer seconded. All voted aye, motion carried 3-0.

There being no further business, Ms. Shukaitis made a motion to **adjourn the meeting at 8:45 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary