

**TOWNSHIP OF STROUD**  
**BOARD OF SUPERVISORS**

**MEETING MINUTES**

**REGULAR MEETING, December 6, 2022 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: November 10, 2022.** Ms. Shukaitis made a motion to **Approve Special Meeting Minutes: November 10, 2022.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

**Approve Workshop Meeting Minutes: November 14, 2022.** Mr. Cramer made a motion to **Approve Workshop Meeting Minutes: November 14, 2022.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

**Approve Regular Meeting Minutes: November 15, 2022.** Ms. Shukaitis made a motion to **Approve Regular Meeting Minutes: November 15, 2022.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

**Approve Public Hearing Minutes: November 29, 2022 (Triplets Diner Liquor License Transfer).** Mr. Cramer made a motion to **Approve Public Hearing Minutes: November 29, 2022 (Triplets Diner Liquor License Transfer).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

**Approve Special Meeting Minutes: November 29, 2022.** Ms. Shukaitis made a motion to **Approve Special Meeting Minutes: November 29, 2022.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

**Approve Payment of Bills: General Fund: \$48,736.07.** Mr. Cramer made a motion to **Approve Payment of Bills: General Fund: \$48,736.07.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

**Approve Payment of Bills: Golf Course Fund: \$4,834.82.** Ms. Shukaitis made a motion to **Approve Payment of Bills: Golf Course Fund: \$4,834.82.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

**Old Business:**

1. **ETK Ventures Minor Subdivision, 1856 W. Main Street – Revised Plan Referred Back to Twp. Planning Commission; Action Deadline: Time Limit Waived on 11/28/2022.** Mr. Cramer made a motion to remove **ETK Ventures Minor Subdivision from our Township agenda until such time it is passed on to us from the Township Planning Commission.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
2. **Eagle Valley Self Storage Land Development Plan – Planning Commission Recommendation – Action Deadline: 12/20/2022.** Ms. Shukaitis made a motion to **table as per Applicant's Engineer's request.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

**New Business:**

1. **Target Land Development Plan – Planning Commission Recommendation – Action Deadline: 12/07/2022.** Jennifer Oltman attended the meeting representing Target, she explained their drive-up expansion project. She addressed Reilly Associates review letter with the Board and Mr. Evans. Mr. Cramer made a motion to **authorize the reduction of 8 parking spaces with regards to Zoning Ordinance 27-801.1.(D).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **approve the Target Land Development Plan Parking Canopy conditioned upon addressing any outstanding engineer's comments and the improvements have to be in place prior to the issuance of any certificate of occupancy without the need of a development agreement or security.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
2. **Approve Reilly Associates' Proposal in the Amount of \$31,300.00 Plus Reimbursables For Engineering Services To Amend Act 537 Plan To Extend Sewage Collection System Along West**

**Main Street Corridor – To Be Paid From American Rescue Plan Fund.** Ms. Shukaitis made a motion to **Approve Reilly Associates’ Proposal in the Amount of \$31,300.00 Plus Reimbursables For Engineering Services To Amend Act 537 Plan To Extend Sewage Collection System Along West Main Street Corridor – To Be Paid From American Rescue Plan Fund.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

3. **Discuss Timber Harvest Appraisals on Certain Township Properties by J.R. Timber Co.** Josh and John Regan attended the meeting to discuss their appraisal. There was a full explanation on both options. The Board had a few questions on the procedures. Mr. Cramer made a motion to **Authorize J.R. Timber Co. move forward with a timber harvest utilizing Option 1, Landing Sales with the proper documentation for review and signatures.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
4. **Approve Amended Conditional Use Decision on Suburban Realty’s Conditional Use Application.** Ms. Shukaitis made a motion to **Approve Amended Conditional Use Decision on Suburban Realty’s Conditional Use Application.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Waiving Sewage Testing, Inspection and Permit Fees in the Amount of \$800.00 Applicable To Military Road Recycling Site Owned by Monroe County Municipal Waste Authority – SEO Fees To Be Paid From Budget Line Item #414.321.** Ms. Shukaitis made a motion to **Approve Waiving Sewage Testing, Inspection and Permit Fees in the Amount of \$800.00 Applicable To Military Road Recycling Site Owned by Monroe County Municipal Waste Authority – SEO Fees To Be Paid From Budget Line Item #414.321.** Mr. Cramer abstained from voting. Mrs. Wilkins seconded the motion. Ms. Shukaitis and Mrs. Wilkins voted aye, motion carried 2-0.
6. **Approve Proposal by Collinson, Inc. in the Amount of \$4,275.00 To Supply and Install 37.5 Feet of Guide Rail and Posts on White Stone Corner Road - Budget Line Item #438.450.** Mr. Cramer made a motion to **Approve Proposal by Collinson, Inc. in the Amount of \$4,275.00 To Supply and Install 37.5 Feet of Guide Rail and Posts on White Stone Corner Road - Budget Line Item #438.450.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
7. **Approve Purchase of 36 Flash Furniture Dining Room Chairs in the Amount of \$3,171.45 Through Amazon.com For Glen Brook Clubhouse/Restaurant – Glen Brook Budget Line Item #409.220.** Mr. Cramer made a motion to **Approve Purchase of 36 Flash Furniture Dining Room Chairs in the Amount of \$3,171.45 Through Amazon.com For Glen Brook Clubhouse/Restaurant – Glen Brook Budget Line Item #409.220.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
8. **Approve Lease/Purchase of 2023 Stewart-Amos Galaxy R-6 Street Sweeper From Stephenson Equipment, Inc. for a Price of \$249,900.00 Under CoStars Contract #25-E22-432 With Annual Payments of \$58,819.13 Over 5 Years Beginning One Month After Estimated March, 2023 Delivery – Budget Line Item #431.740.** Ms. Shukaitis made a motion to **Approve Lease/Purchase of 2023 Stewart-Amos Galaxy R-6 Street Sweeper From Stephenson Equipment, Inc. for a Price of \$249,900.00 Under CoStars Contract #25-E22-432 With Annual Payments of \$58,819.13 Over 5 Years Beginning One Month After Estimated March, 2023 Delivery – Budget Line Item #431.740.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
9. **Approve Installation of Two Electronic Scoreboards at Creekview Park Turf Fields by East Stroudsburg University at Their Sole Cost Subject to Stroudsburg Little League Approval.** Mr. Cramer made a motion to **Approve Installation of Two Electronic Scoreboards at Creekview Park Turf Fields by East Stroudsburg University at Their Sole Cost Subject to Stroudsburg Little League Approval.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
10. **Approve Payment For 80 Hours Of Compensatory Time Requested By Brenda Klein, Sewer Authority Office Manager, At Current Rate – Budget Line Item #429.187.** Ms. Shukaitis made a motion to **Approve Payment For 80 Hours Of Compensatory Time Requested By Brenda Klein, Sewer Authority Office Manager At Current Rate – Budget Line Item #429.187.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
11. **Approve Payment For 82 Hours Of Compensatory Time Requested By Employee Janice Willey At Current Rate – Budget Line Item #406.187.** Ms. Shukaitis made a motion to **Approve Payment For 82 Hours Of Compensatory Time Requested By Employee Janice Willey At Current Rate – Budget Line Item #406.187.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
12. **Approve Payment For 7.5 Hours Of Compensatory Time Requested By Employee Bradley Dailey At Current Rate – Budget Line Item #430.140.** Mr. Cramer made a motion to **Approve Payment For 7.5**

**Hours Of Compensatory Time Requested By Employee Bradley Dailey At Current Rate – Budget Line Item #430.140.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

13. **Approve Payment For 50 Hours Of Compensatory Time Requested By Employee Sharon Grover At Current Rate – Budget Line Item #406.187.** Ms. Shukaitis made a motion to **Approve Payment For 50 Hours Of Compensatory Time Requested By Employee Sharon Grover At Current Rate – Budget Line Item #406.187.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
14. **Approve Payment For 40 Hours of Vacation Time In Lieu of Time-Off Requested By Township Manager Daryl Eppley At Current Rate Per Employment Agreement - Budget Line Item #405.111.** Mr. Cramer made a motion to **Approve Payment For 40 Hours of Vacation Time In Lieu of Time-Off Requested By Township Manager Daryl Eppley At Current Rate Per Employment Agreement - Budget Line Item #405.111.** 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 8:03 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 8:58 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. Mr. Cramer made a motion to **accept Bradley Dailey's letter and approve using his 29 days of acquired sick, vacation and personal time, with an official retirement date of 2/13/2023, providing he does not use any of those days prior to 1/4/2023.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **enter into a Lease Termination Agreement with Stroudsburg School District.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0. Ms. Shukaitis made a motion to **approve Township Manager to advertise for Seasonal Plow Truck Drivers at the rate of \$25/hour for non CDL drivers and \$30/hour for CDL drivers for the 2022/2023 Season.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Ms. Shukaitis made a motion to **accept the settlement to satisfy the Township judgement against Manuel Llapa located on Route 611.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

There being no further business, Ms. Shukaitis made a motion to **adjourn the meeting at 9:00 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,  
Janice Willey  
Administrative and Recording Secretary