

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES

REGULAR MEETING, December 19, 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, Chris McDermott, Reily Associates; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey.

Public Comments: (Non-Agenda Items). Pat Henley wished the Board Happy Holidays and thanked them for their work.

Approve Regular Meeting Minutes: December 5, 2023. Ms. Shukaitis made a motion to **Approve Regular Meeting Minutes: December 5, 2023.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Special Meeting Minutes: December 13, 2023. Mr. Cramer made a motion to **Approve Special Meeting Minutes: December 13, 2023.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$82,038.90. Ms. Shukaitis made a motion to **Approve Payment of Bills: General Fund: \$82,038.90.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$1,898.18. Mr. Cramer made a motion to **Approve Payment of Bills: Golf Course Fund: \$1,898.18.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

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

Manager's Report: Mr. Eppley reported the PennDOT Construction Unit inspected the Mervine Road bridge and submitted the Acceptable Certificate to RKR Hess. A few punch list items remain and the amount of security to retain will be finalized by our next meeting. Signed contracts by the contractor for the Green Light-Go project have been received. A pre-construction meeting is being held this Thursday at 1PM. Preliminary engineering continues by American Engineers Group on the Lessig Lane bridge project. Monthly on-line progress meetings are being held with grant consultant, McCormick Taylor. We're awaiting executed reimbursement agreement signed by state officials for the Croasdale Road bridge replacement project. A report is needed from Mountain Environmental with the results of no asbestos and no lead paint being found in the standing buildings at Penn Hills before bidding. He has requested guidance on keeping concrete from the buildings on site instead of hauling it to the landfill. Plans were received for the District Court renovations. Details about proceeding with the project have not been received from the Court Administration Office.

Public Works Dept. Report: Road Crew has been working on the following: Fall Leaf Collection is done; Trucks ready for Winter Season. Keeping up with road/street signs maintenance. "Zoned Community" signs have been installed; Trimmed back trees on Beacon Hill Road; The one leaf vac was picked up from Central Jersey Tractor, John Deere Dealership. An injection pump was installed. No belts received as promised by manufacturer for all of the other issues happening on the vacs; Installed a bench at ForEvergreen Park; Sledding Hill is up and ready; The crew has been cleaning up drains and washouts due to recent rain storm; And as always, we are working on quite a few "Request for Action" forms.

Police Report: Captain Raymond summarized the draft report. He asked if we are still issues with certain tickets coming through our office as discussed in the 11/21/2023 meeting. Ms. Willey explained it seems to help that we posted on our office window the "Pennsylvania Statutes Title 75 Pa.C.S.A Vehicles 3354. Additional Parking".

Solicitor's Report: Mr. Weitzmann explained the advertising for the Bamboo Ordinance was incorrect and will have to be postponed to 1//2/2024 meeting. Also, he doesn't have anything else outside of Executive Session.

Engineer's Report: Mr. McDermott updated the Board on I&I for STSA and MS4. He went over some ongoing Plan Reviews, St. Luke's Phase II, Stroudsburg High School Pedestrian Bridge, Chipperfield/5th Street/Mill Creek Intersection and West Main Street Sewage Planning Expansion statuses.

Fire Department Report: Brian McCartney and Michael Stettler attended the meeting. Mr. Stettler gave a summary from their report and an update from their holiday activities. Then wished everyone Happy Holiday Season.

Old Business:

1. **Suburban Realty, L.P.: Wawa/Chipotle Land Development Plan – 1575 & 1581 N. Ninth St. - SALDO #2022-04; Planning Commission Recommendation; Action Deadline: January 17, 2024.** Mr. Cramer made a motion to **Table Suburban Realty, L.P.: Wawa/Chipotle Land Development Plan – 1575 & 1581 N. Ninth St. at Applicant’s Engineer’s request.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

New Business:

1. **Approve Third Allocation of 2023 To Stroud Township Volunteer Fire Dept. In The Amount of \$45,000.00 - Budget Line Item #411.542.** Ms. Shukaitis made a motion to **Approve Third Allocation of 2023 To Stroud Township Volunteer Fire Dept. In The Amount of \$45,000.00 - Budget Line Item #411.542.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
2. **Cahn Lot 3 Land Development Plan Improvements - Consider Waiving The Requirement For As-Built Plans and Releasing Final Security of \$1,750.00 Per Township Engineer’s Recommendation Letter Dated 11/20/2023.** Mr. Cramer made a motion to **Waive The Requirement For As-Built Plans Cahn Lot 3 and Releasing Final Security of \$1,750.00 Per Township Engineer’s Recommendation Letter Dated 11/20/2023.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Partial Payment #4 In The Amount of \$7,946.93 To American Engineers Group For Engineering Services From October 29 To November 30, 2023 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Ms. Shukaitis made a motion to **Approve Partial Payment #4 In The Amount of \$7,946.93 To American Engineers Group For Engineering Services From October 29 To November 30, 2023 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
4. **Approve \$1,500.00 Contribution To Monroe County Conservation District Towards Pocono Creek Stream Gage – Budget Line Item #460.001.** Mr. Cramer made a motion to **Approve \$1,500.00 Contribution To Monroe County Conservation District Towards Pocono Creek Stream Gage – Budget Line Item #460.001.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Payment of \$600.00 To James Nelson For Removal and Installation of Window Shades in Township Meeting Room – Budget Line Item #409.750.** Ms. Shukaitis made a motion to **Approve Payment of \$600.00 To James Nelson For Removal and Installation of Window Shades in Township Meeting Room – Budget Line Item #409.750.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
6. **Approve Payment of \$3,850.00 To JDM Consultants, LLC For Grant Writing Services Related To Statewide LSA Grant Application For Brushy Mountain Road/Route 447 Intersection - Budget Line Item #414.317.** Mr. Cramer made a motion to **Approve Payment of \$3,850.00 To JDM Consultants, LLC For Grant Writing Services Related To Statewide LSA Grant Application For Brushy Mountain Road/Route 447 Intersection - Budget Line Item #414.317.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
7. **Request To Waive Land Development Plan Application Related Fees By Monroe County Municipal Waste Management Authority, 1114 Military Road Site.** Ms. Shukaitis made a motion to **Approve the Request To Waive Land Development Plan Application Related Fees By Monroe County Municipal Waste Management Authority, 1114 Military Road Site.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
8. **Approve Partial Payment #4 In The Amount of \$40,722.31 To Rylind Construction Company, Inc. Towards Mervine Road Bridge Replacement Project As Recommended By RKR Hess - Budget Line Item #438.453.** Mr. Cramer made a motion to **Approve Partial Payment #4 In The Amount of \$40,722.31 To Rylind Construction Company, Inc. Towards Mervine Road Bridge Replacement Project As Recommended By RKR Hess - Budget Line Item #438.453.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
9. **Approve Payment of \$5,000 From Glen Brook Golf Course Account To Township General Fund Towards Principal and Interest of 2014 Note Payable To Township – Glen Brook Budget Line Item #471.001.** Ms. Shukaitis made a motion to **Approve Partial Payment #4 In The Amount of \$40,722.31 To Rylind Construction Company, Inc. Towards Mervine Road Bridge Replacement Project As Recommended By RKR Hess - Budget Line Item #438.453.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

10. **Approve 2024 Stroud Region Open Space and Recreation Commission (SROSRC) Budget In The Amount of \$469,969.30 Including Township Appropriation of \$108,632.38, Greenway Contribution of \$4,964.92, \$63,000.00 For Park Stewardship (Professional Security, Park Patrol & Caretaker Related Expenses), and \$4,000 Pavilion Rental Fees Collected By SROSRC.** Mr. Cramer made a motion to **Approve 2024 Stroud Region Open Space and Recreation Commission (SROSRC) Budget In The Amount of \$469,969.30 Including Township Appropriation of \$108,632.38, Greenway Contribution of \$4,964.92, \$63,000.00 For Park Stewardship (Professional Security, Park Patrol & Caretaker Related Expenses), and \$4,000 Pavilion Rental Fees Collected By SROSRC.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
11. **Approve and Adopt 2024 Glen Brook Golf Course Budget In The Amount of \$632,079.00.** Ms. Shukaitis made a motion to **Approve and Adopt 2024 Glen Brook Golf Course Budget In The Amount of \$632,079.00.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
12. **Approve and Adopt 2024 Township General Fund Budget In The Amount of \$11,362,655.00.** Mr. Cramer made a motion to **Approve and Adopt 2024 Township General Fund Budget In The Amount of \$11,362,655.00.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
13. **Acknowledge Application To PA State Veterans' Commission For Real Estate Tax Exemption By William Burgoon, 223 Derrig Drive.** Acknowledged

Executive Session: Ms. Shukaitis made a motion to **go into executive session at 7:25 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 8:24 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 **Authorize payment of \$1,500.00 to Van Fleet Appraisals Inc. for property appraisal report for a property located in Stroud Township.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **Authorize R.E. Cary, Certified Forester for timber harvest value of a certain piece of property located in Stroud Township.** Ms. Shukaitis 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 8:25 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary