

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES

REGULAR MEETING, February 21, 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 Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Mrs. Wilkins began the meeting with the Pledge of Allegiance.

Public Comments: (Non-Agenda Items) No comments at the beginning of the meeting, however at the end Brian Fairfield asked about his request for another street light in front of the Wesleyan Church. Mr. Cramer said he looked into the lighting there and feels the lighting from the 2 corner lights are sufficient. Mrs. Wilkins suggested Mr. Fairfield speak with both church and PennDOT representatives as well.

Approve Public Hearing Minutes: February 7, 2023 (Ordinance No. 1 – 2023, Volunteer Service Tax Credit). Ms. Shukaitis made a motion to **Approve Public Hearing Minutes: February 7, 2023 (Ordinance No. 1 – 2023, Volunteer Service Tax Credit)**. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Regular Meeting Minutes: February 7, 2023. Mr. Cramer made a motion to **Approve Regular Meeting Minutes: February 7, 2023.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$1,453.20. Ms. Shukaitis made a motion to **Approve Payment of Bills: General Fund: \$1,453.20.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$1,974.13. Mr. Cramer made a motion to **Approve Payment of Bills: Golf Course Fund: \$1,974.13.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

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

Manager's Report: Mr. Eppley reported the code enforcement officer has written several citations for violations of our short-term rental ordinance in Penn Estates since our last meeting. He has spoken to Hamilton Township Supervisor, Buddy Buzzard about the residence near the township boundary that was reported at our last meeting regarding zoning and environmental violations. Their zoning officer has looked into the matter. Township and Sewer Authority staff have been preparing for pending annual financial audit. New signs are ordered for Gaunt Road to reflect new fee schedule changes. Contractor mailings will go out as soon as the signs are posted. Forms have been prepared for final review so we can start receiving applications for the volunteer service tax credit. The Spring Clean-up/Spring Leaf Collection postcard has been prepared and is scheduled to be mailed the week of March 13. The pre-bid site meeting for the Penn Hills clean-up project is tomorrow.

Public Works Dept. Report: Mr. Eppley read Douglas Walker's report, he reported the Road Crew has been working on the following; they are continuing to Cut trees along roads; Seasonal maintenance and re-doing park signs; Working on the paver and roadside mower, getting it ready for Spring and equipment maintenance; Always working hard on the "Request for Action" forms as they come in.

Police Report: Captain Raymond attended the meeting and gave a brief recap for the month. He asked if there were any questions for him. There was a discussion about a confusing traffic signal in East Stroudsburg Borough.

Solicitor's Report: Mr. Weitzmann had nothing to report outside of Executive Session.

Engineer's Report: Mr. Eppley read Reilly Associates' report. Regarding I&I update for STSA, procurement of CCTV services to inspect a line along Mac Lane suspected of groundwater influence. They will be developing I&I summary for BCRA submission 2/28/2023. New items reported for MS4, review draft stormwater management ordinance against revised 2022 Act 167 model ordinance prior to township adoption and researching township projects and funding opportunities to satisfy the sediment reduction request. Continuing work on outstanding plan reviews. Construction is continuing with St. Luke's Phase II project and coordinating inspections as needed. Reilly is coordinating survey of the project area for Stroudsburg High School Pedestrian Bridge to begin a preliminary analysis of the condition of the bridge structure. Chipperfield/5th Street/Mill Creek Intersection, Reilly Associates will

model the intersection and determine the level of service. They anticipate mitigation measures to be required pending results of PADOT scoping meeting. They are in the process of preparing a preliminary mapping and identification of potential service areas for West Main Street Sewage Expansion.

Fire Department Report: Brian McCartney attended the meeting and gave a brief summary for the month. He said brush fire season has started and it is earlier than normal. He mentioned advertising for an upcoming fundraiser. He thanked the board for all their work regarding the tax credit ordinance.

Old Business: None From Prior Meeting Agendas

New Business:

1. **Approve Signing and Entering Into Timber Management Agreement With J.R. Timber Company and Authorize Forest Manager To Negotiate Sale of Timber From Township Lands on Landing Sales Basis.** Ms. Shukaitis made a motion to **Approve Signing and Entering Into Timber Management Agreement With J.R. Timber Company and Authorize Forest Manager To Negotiate Sale of Timber From Township Lands on Landing Sales Basis.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
2. **Authorize Signing Engagement Letters With Campbell, Rappold & Yurasits LLP For 2022 Auditing Services For Township And Sewer Authority.** Mr. Cramer made a motion to **Authorize Signing Engagement Letters With Campbell, Rappold & Yurasits LLP For 2022 Auditing Services For Township And Sewer Authority.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Signing and Entering Into Settlement Agreement and Mutual Release With Pioneer Construction Inc. Pertaining To Mervine Road Bridge Replacement Project.** Ms. Shukaitis made a motion to **Approve Signing and Entering Into Settlement Agreement and Mutual Release With Pioneer Construction Inc. Pertaining To Mervine Road Bridge Replacement Project.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
4. **Approve One-Third Cost For Investigation and Removal of Obstruction From Monitoring Well #4 at Joint Landfill Project By Samuel Stothoff Company, Inc. at Cost of \$1,386 For Township Portion - Budget Line Item #427.450.** Mr. Cramer made a motion to **Approve One-Third Cost For Investigation and Removal of Obstruction From Monitoring Well #4 at Joint Landfill Project By Samuel Stothoff Company, Inc. at Cost of \$1,386 For Township Portion - Budget Line Item #427.450.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
5. **Authorize Township Manager Signing of Blue Ridge Technologies, Inc. Right-of-Way Agreement Related To Glenbrook Road Bridge Replacement Project Subject To Solicitor's Approval.** Ms. Shukaitis made a motion to **Authorize Township Manager Signing of Blue Ridge Technologies, Inc. Right-of-Way Agreement Related To Glenbrook Road Bridge Replacement Project Subject To Solicitor's Approval.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
6. **Approve Proposal By All Mountain Pest Control, LLC In The Amount of \$8,170.00 For 2023 Weed Control In Albertson & Katz Ponds – Budget Line Item #454.400.** Mr. Cramer made a motion to **Approve Proposal By All Mountain Pest Control, LLC In The Amount of \$8,170.00 For 2023 Weed Control In Albertson & Katz Ponds – Budget Line Item #454.400. Also, Look into getting a township employee to become licensed so this could be done in house.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
7. **Approve Payment of \$7,500.00 To JDM Consultants, LLC For Grant Writing Services Related To DCED and PennDOT Multimodal Grant Applications - Budget Line Item #414.317.** Ms. Shukaitis made a motion to **Approve Payment of \$7,500.00 To JDM Consultants, LLC For Grant Writing Services Related To DCED and PennDOT Multimodal Grant Applications - Budget Line Item #414.317.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
8. **Approve Sale of Certain Used Township Equipment Advertised On Municibid; Re-Advertise Unsold Items On Municibid Until March 7.** Mr. Cramer made a motion to **Approve Sale of Certain Used Township Equipment Advertised On Municibid; Re-Advertise Unsold Items On Municibid Until March 7.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
9. **Approve \$500 Contribution To Knights of Columbus For Brodhead Creek Park Fishing Contest On April 15 – Payable From Developer Recreation Fee Fund.** Ms. Shukaitis made a motion to **Approve \$500**

Contribution To Knights of Columbus For Brodhead Creek Park Fishing Contest On April 15 – Payable From Developer Recreation Fee Fund. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

10. **Approve Partial & Final Payment #6 In The Amount Of \$1,146.21 To Gannett Fleming For Professional Services Towards Hamilton-Stroud-Pocono-Stroudsburg Regional Comprehensive Plan Update - Budget Line Item #414.317.** Mr. Cramer made a motion to **Approve Partial & Final Payment #6 In The Amount Of \$1,146.21 To Gannett Fleming For Professional Services Towards Hamilton-Stroud-Pocono-Stroudsburg Regional Comprehensive Plan Update - Budget Line Item #414.317.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
11. **Authorize Scheduling and Advertising For Hearing For Agreement To Renew Cable Franchise With Blue Ridge Cable Technologies, Inc. on March 7, 2023 at 6:30 PM and Advertising For Regular Meeting on March 7 To Begin at 6:45 PM.** Ms. Shukaitis made a motion to **Authorize Scheduling and Advertising For Hearing For Agreement To Renew Cable Franchise With Blue Ridge Cable Technologies, Inc. on March 7, 2023 at 6:30 PM and Advertising For Regular Meeting on March 7 To Begin at 6:45 PM.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
12. **Approve Temporary Installation of Original Stokes Mill Manor Subdivision Sign By Township Road Crew on Township Property at Bonnie Drive and Stokes Mill Road Requested By Ray & Judy Williams.** Mr. Cramer made a motion to **Approve Temporary Installation of Original Stokes Mill Manor Subdivision Sign By Township Road Crew on Township Property at Bonnie Drive and Stokes Mill Road Requested By Ray & Judy Williams.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
13. **Discuss Zoning Use Change Request By Avery Basch For Permitting Glamping Use In R-1 District; Take Action If In Order.** There were a few residents attending the meeting with concerns regarding this issue. Elizabeth Blazakis read a statement listing all of her concerns. The Board was not interested in this Zone Use Change. Mr. Cramer made a motion to **authorize township manager to respond to Mr. Basch and let him know the board is not interested in this Zone Use Change.** 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 7:48 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 8:31 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 **extend our 2022 Covid Policy to end 5/11/2023.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **hire Weitzmann, Weitzmann & Huffman LLC to update Stroud Township Nonunion Pension Policy to reflect accrued benefits upon time of retirement.** 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 8:32P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary