

**TOWNSHIP OF STROUD**  
**BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**July 15, 2025, at 7:00 P.M.**

The Regular Meeting of the Stroud Township Board of Supervisors was called to order by Chairwoman & Secretary, Jennifer Shukaitis at 7:00 P.M., Also present were Vice Chairman & Ass't. Treasurer, Edward Cramer; Supervisor/Ass't. Secretary, Susan Lyons; Township Manager, Steve Fylstra; Township Engineer, Chris McDermott, of Reilly Associates; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Ms. Shukaitis began the meeting with the Pledge of Allegiance.

**Public Comments: (Non-Agenda Items)** Troy Nauman was there to ask the timeline for his C-1 request. Mr. Weitzmann said he is working on the amendment to the ordinance regarding mix uses. Jessica Smith, representing Tara Probst and her office and resident and Master Gardener, Brenna Rabinowitz were there to discuss their concerns on the PennDOT Route 80 project.

**Approve Regular Meeting Minutes: July 1, 2025.** Mr. Cramer made a motion to **approve Regular Meeting Minutes: July 1, 2025.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

**Approve Workshop Meeting Minutes: May 28, 2025.** Ms. Lyons made a motion to **approve Workshop Meeting Minutes: May 28, 2025.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

**Approve Payment of Bills: General Fund: \$84,292.28.** Mr. Cramer made a motion to **approve Payment of Bills: General Fund: \$84,292.28.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

**Approve Payment of Bills: Golf Course Fund: \$4,435.71.** Ms. Lyons made a motion to **approve Payment of Bills: Golf Course Fund: \$4,435.71.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

**Treasurer's Report:** Mr. Fylstra read the Treasurer's Report for the month of June aloud. Mr. Cramer made a motion to **approve the Treasurer's Report for the month of June.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

**Manager's Report:** Mr. Fylstra reported on bridge project updates for Croasdale Road and Lessig Lane. He met with ESU and Stroudsburg Little League at Creekview Park to put together a plan of action for building maintenance and upkeep. He met with Driscoll Foods to talk about potential future expansion. Both split unit air conditioners have been installed at Glen Brook.

**Public Works Dept. Report:** Mr. Fylstra read from Josh Cramer's report, stop bars have been painted through out the Township. Painted "Slow" and curve symbols on Hallet Road and Cranberry Road at the troubled areas. Also, painted speed humps in the Township. Material has been delivered to Gaunt Road for the upcoming paving project, expecting to start August 11. The crew completed pipe work on Fox Run Road and Grey Fox Drive. They are coordinating with PennDOT to install riser rings for sewer

manholes on Stokes Mill Road. Trying to work with UGI as they are working on Hawthorne Terrace and we have a few things to do there as well. Completed a drainage project on Colonial Drive and Wedgewood Lake Drive. As always, they are working on Request for Action slips as they come in.

**SROSRC Report:** Autumn Hawthorne, SROSRC Director attended the meeting and updated the board on park issues, such as security. She also reported on programs that are being offered this summer season.

**Solicitor's Report:** Mr. Weitzmann stated he is working on a few draft ordinances and that he didn't have anything else to report outside of Executive Session.

**Engineer's Report:** Mr. McDermott updated the board on ongoing projects in the Township.

**Fire Department Report:** Brian McCartney, Chris Martin and Mike Stettler attended the meeting. Mr. McCartney summarized their report. Mr. Cramer asked about the new generator cost and Mr. McCartney stated they have not received a final quote yet but will let the Township know as soon as he receives it.

### **New Business:**

1. **Approve Refund Of \$1,000.00 Zoning Hearing Board Application Fee To Debra Colucci.** Mr. Cramer made a motion to **approve Refund Of \$1,000.00 Zoning Hearing Board Application Fee To Debra Colucci.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. **Authorize Manager To Advertise Public Notice For Fuel Bids.** Ms. Lyons made a motion to **authorize Manager To Advertise Public Notice For Fuel Bids.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Use of Municipal Center Wallace St. Parking Lot By Jewish Resource Center For Overflow Parking From August 4 To September 5, Monday to Friday, 8 AM To 9: 30 AM and Sunday To Thursday Evenings, 7:00 PM To 8:30 PM.** Mr. Cramer made a motion to **approve Use of Municipal Center Wallace St. Parking Lot By Jewish Resource Center For Overflow Parking From August 4 To September 5, Monday to Friday, 8 AM To 9: 30 AM and Sunday To Thursday Evenings, 7:00 PM To 8:30 PM.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
4. **Adopt Resolution No. 2025-38 Authorizing The Selection And Appropriation Of A Fee Simple Interest In And To A .55 Acre Portion Of Parcel 17.1.1.13-1, Situate In Stroud Township And Authorizing The Filing Of A Declaration Of Taking And All Necessary Actions Related Thereto.** Ms. Lyons made a motion to **adopt Resolution No. 2025-38 Authorizing The Selection And Appropriation Of A Fee Simple Interest In And To A .55 Acre Portion Of Parcel 17.1.1.13-1, Situate In Stroud Township And Authorizing The Filing Of A Declaration Of Taking And All Necessary Actions Related Thereto.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

5. **Approve Proposal By Creative Works In The Amount Of \$9,950.00 For Stroud Townships New Website – Payable From The American Rescue Plan Account.** Mr. Cramer made a motion to **approve Proposal By Creative Works In The Amount Of \$9,950.00 For Stroud Townships New Website – Payable From The American Rescue Plan Account.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

**Executive Session:** Mr. Cramer made a motion to **go into executive session at 8:08 P.M. to discuss litigation, real property, personnel and security matters.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **return to regular session at 8:44 P.M.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Ms. Shukaitis 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 **approve an increase of \$1.00/hour for Randy Filonge starting pay period 7/21/2025 for his 1 year anniversary review.** Ms. Lyons 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 8:45 P.M.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,  
Janice Willey  
Administrative and Recording Secretary