

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
July 21, 2026, 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; Lori Foglio, RLA Reilly Associates; Township Solicitor, Deb Huffman in for Todd Weitzmann; and Recording Secretary, Janice Willey. Ms. Shukaitis began the meeting with the Pledge of Allegiance.

Public Comments: (Non-Agenda Items). No public comments.

Approve Regular Meeting Minutes: July 7, 2026. Mr. Cramer made a motion to **approve Regular Meeting Minutes for July 7, 2026.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$88,200.99. Ms. Lyons made a motion to **approve Payment of Bills from the General Fund in the amount \$88,200.99.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$3,997.00. Mr. Cramer made a motion to **approve Payment of Bills from the Golf Course Fund in the amount of \$3,997.00.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

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

Manager's Report: Mr. Fylstra reported he attended the pre-construction meeting for BCRA/BioSpectra Waterline Replacement Project on 3rd Street. We have received some complaints on the patch jobs. He was assured once the project is done all of 3rd Street will be paved. He met with KMIT representative for his yearly visit. He was very happy with our improved processes and our score went up. There were some concerns at Creekview Park and he met with security to show where people were getting in and what has been going on there. So far the policing there has been successful. We received our variance from the Zoning Hearing Board from the front yard setback for the Glen Book Golf Course cart building. He held a call with Dutchman Contracting who's doing the building at Gaunt Road, they discussed our needs and preferences for the building. And we are waiting on elevation sketches from them. We are still working on 2 ordinances, Vehicle Sales Park and R-2 Uses. Site work began last week at Gaunt Road and Dutchman started, the footers passed inspection and the building should be on under way shortly. The Road Crew is installing the water and sewer lines as well.

Public Works Dept. Report: Mr. Fylstra read from Josh Cramer's report. The FB3 Paving Project is finally complete. It was last year's project but since it was started so late in the season, they had to come back to finish it this year. They put together the 250 Parade float, we received lots of compliments, it was a good day. We aided Smithfield Township with some storm damage from July 5th. The Road Crew has been busy installing the water and sewer laterals for the new building at Gaunt Road. We are continuing to mow parks and roadways. A new tee box was made and installed at hole #9 at the golf course. We are waiting on the new doors for the leaf boxes that were received wrong. They are supposed to come tomorrow. And we are always working on "Request for Action" slips.

Solicitor's Report: Ms. Huffman did not have anything to report.

Engineer's Report: Ms. Foglio summarized the Engineer's Report.

Police Report: Captain Raymond recapped the month's report. There was a discussion on recent fireworks due to the July 4th holiday and e-bikes on our roads.

Fire Department Report: Brian McCartney and Chris Martin attended the meeting. Mr. McCartney summarized their report and briefly explained the process on how he will be getting more information on the report. He also said he is looking into a better system handling false alarms calls. He said it has gotten out of hand and hoping he can work with the Township with regards to the Alarm Ordinance.

New Business:

1. **Discuss The Following Agreements With Hayward Business Park, LLC. 1) Development Agreement 2) Stormwater Facilities Maintenance Agreement 3) Stormwater (drainage) Easement With Stroud Township 4) Letter of Explanation Easement Adjustment 5) PennDOT Sidewalk HOP Application 6) Riberio Driveway Improvement; Take Action If In Order.** Attending the meeting were Nate Oiler and Craig Wilson professionals representing Hayward Business Park LLC. to discuss with the Board the 6 conditions stated above. Mr. Cramer made a motion to **approve the form of the following documents; the revised Development Agreement contingent upon the cost estimate by the engineer; the Stormwater Facilities Maintenance Agreement; Stormwater (drainage) Easement agreement; and the Letter of Explanation.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **authorize the applicant to submit The PennDOT Sidewalk HOP Application on behalf of the Township and have a separate Sidewalk Maintenance agreement with the Township.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. **Approve Use of Municipal Center Wallace St. Parking Lot By Jewish Resource Center For Overflow Parking From July 26 To September 7, Monday to Friday, 8 AM To 9: 30 AM and Sunday To Thursday Evenings,**

7:00 PM To 8:30 PM. Ms. Lyons made a motion to approve Use of Municipal Center Wallace St. Parking Lot By Jewish Resource Center For Overflow Parking From July 26 To September 7, Monday to Friday, 8 AM To 9: 30 AM and Sunday To Thursday Evenings, 7:00 PM To 8:30 PM. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

1. **Approve 2025 Township Financial Audit Prepared By Campbell, Rappold & Yurasits LLP and Ratify Publishing Concise Summary of Audit Report In Pocono Record.** Mr. Cramer made a motion to approve 2025 Township Financial Audit Prepared By Campbell, Rappold & Yurasits LLP and Ratify Publishing Concise Summary of Audit Report In Pocono Record. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. **Approve Payment of \$17,200.00 To Campbell, Rappold & Yurasits LLP For 2025 Township Financial Audit Services - Budget Line Item #402.311.** Ms. Lyons made a motion to approve Payment of \$17,200.00 To Campbell, Rappold & Yurasits LLP For 2025 Township Financial Audit Services - Budget Line Item #402.311. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
3. **Authorize Manager To Advertise Public Notice For Fuel Bids.** Mr. Cramer made a motion to authorize Manager To Advertise Public Notice For Fuel Bids. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
4. **Approve Payment of \$20,680.00 To Collinson Inc. For Guiderail Installation For Poplar Valley Rd Bridge Replacement Project – Budget Line Item #438.450.** Ms. Lyons made a motion to approve Payment of \$20,680.00 To Collinson Inc. For Guiderail Installation For Poplar Valley Rd Bridge Replacement Project – Budget Line Item #438.450. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
5. **Re-Schedule Hearing Under Ordinance No. 166 - Dangerous Buildings Regarding 2352 Grey Fox Drive, Stroudsburg, PA 18360 For August 18th 2026 At 6pm and Authorize Solicitor To Advertise Accordingly.** Mr. Cramer made a motion to Re-Schedule Hearing Under Ordinance No. 166 - Dangerous Buildings Regarding 2352 Grey Fox Drive, Stroudsburg, PA 18360 For August 18th 2026 At 6pm and Authorize Solicitor To Advertise Accordingly. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
6. **Request From AWSOM To Waive \$1,000.00 Zoning Hearing Board Fee.** Ms. Lyons made a motion to approve the Request From AWSOM To Waive \$1,000.00 Zoning Hearing Board Fee. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Rich Homar attended the meeting and thanked the Board. Ms. Shukaitis thanked him as well.

Executive Session: Mr. Cramer made a motion to **go into executive session at 7:36 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 8:09 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 **terminate Municipal Codes Solutions from Nuisance Enforcement for Stroud Township effective 7/31/2026.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **appoint Barry Isett and Associates as Nuisance Enforcement for Stroud Township at \$100/hour for up to 16 hours a week starting 8/4/2026.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made **a motion to approve a \$1.00/hour increase in Judy Kennedy's hourly rate starting 7/27/2026 pay period.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

There being no further business, Ms. Lyons made a motion to **adjourn the meeting at 8:11 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary