

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
July 7, 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; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Ms. Shukaitis began the meeting with the Pledge of Allegiance.

Moment Of Silence For Pat Henley. Ms. Shukaitis noted the passing of Pat Henley and wanted to have a moment to remember him. He was a life-long Stroud Township resident, he worked at Patterson-Kelley and Laird, an Army veteran and regularly attended and participated at our monthly meetings. His words of encouragement, his personality and fun spirit will be missed very much. She asked for a moment of silence in his honor.

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

Approve Regular Meeting Minutes: June 16, 2026. Mr. Cramer made a motion to **approve Regular Meeting Minutes for June 16, 2026**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Workshop Meeting Minutes: June 24, 2026. Ms. Lyons made a motion to **approve Workshop Meeting Minutes for June 24, 2026**. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$32,645.01. Mr. Cramer made a motion to **approve Payment of Bills from the General Fund in the amount of \$32,645.01**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$4,184.98. Ms. Lyons made a motion to **approve Payment of Bills from the Golf Course Fund in the amount of \$4,184.98**. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

New Business:

1. **Adopt Resolution 2026-38 Establishing A Schedule Of Escrow Deposits To Secure Payment Of Professional Consultant Fees For The Review, Administration, Inspection And Enforcement Of Subdivision And Land Development Improvements.** Ms. Lyons asked to see the schedule. Mr. Fylstra shared it for discussion. Mr. Cramer made a motion to **adopt Resolution 2026-38 Establishing A Schedule Of Escrow Deposits To Secure Payment Of Professional Consultant Fees For The Review, Administration, Inspection And Enforcement Of Subdivision And Land Development Improvements**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

2. **Schedule Hearing Under Ordinance No. 166 - Dangerous Buildings Regarding 2352 Grey Fox Drive, Stroudsburg, PA 18360 and Authorize Solicitor To Advertise Accordingly.** Ms. Lyons made a motion to **schedule Hearing Under Ordinance No. 166 - Dangerous Buildings Regarding 2352 Grey Fox Drive, Stroudsburg, PA 18360 for 8/4/2026 at 6:00 PM and Authorize Solicitor To Advertise Accordingly.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
3. **Request From Monroe County Municipal Waste Management Authority To Waive Permit And Administrative Fees In Regards To The Expansion Of The Military Road Recycling Site Improvement Project.** Mr. Cramer made a motion to **approve the request From Monroe County Municipal Waste Management Authority To Waive Permit And Administrative Fees In Regards To The Expansion Of The Military Road Recycling Site Improvement Project.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
4. **Ratify Payment In The Amount Of \$4,800.00 To Pocono Heritage Land Trust For Appraisal Of Property Located Within Stroud Township.** Ms. Lyons made a motion to **ratify Payment In The Amount Of \$4,800.00 To Pocono Heritage Land Trust For Appraisal Of Property Located Within Stroud Township.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
5. **Ratify Payment In The Amount Of \$345.80 To Pocono Heritage Land Trust For Reimbursement Of Carpet Cleaning Service At The Brodhead Creek Heritage Center.** Mr. Cramer made a motion to **ratify Payment In The Amount Of \$345.80 To Pocono Heritage Land Trust For Reimbursement Of Carpet Cleaning Service At The Brodhead Creek Heritage Center.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
6. **Approve Purchase Of Technology Upgrades At The Municipal Building In The Amount Of \$8,329.88 From NEPA Business Solutions – Payable From American Rescue Plan Account.** Ms. Lyons asked what exactly were the upgrades? Mr. Fylstra explained our equipment needed updating due to it being obsolete moving forward. Ms. Lyons made a motion to **approve Purchase Of Technology Upgrades At The Municipal Building In The Amount Of \$8,329.88 From NEPA Business Solutions – Payable From American Rescue Plan Account.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
7. **Approve Funding Request By Stroud Region Open Space & Recreation Commission In The Amount Of \$21,755.75 For 25% Of Total Budgeted \$87,023.00 For Park Stewardship And Operations – Payable From E.I.T. Open Space Fund.** Mr. Cramer made a motion to **approve Funding Request By Stroud Region Open Space & Recreation Commission In The Amount Of \$21,755.75 For 25% Of Total Budgeted \$87,023.00 For Park Stewardship**

And Operations – Payable From E.I.T. Open Space Fund. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

8. **Approve Partial Payment #30 In The Amount Of \$10,882.20 To American Engineers Group For Engineering Services From May 31, 2026 To June 27, 2026 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #439.670.** Ms. Lyons made a motion to **approve Partial Payment #30 In The Amount Of \$10,882.20 To American Engineers Group For Engineering Services From May 31, 2026 To June 27, 2026 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #439.670.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
9. **Approve Partial Payment #18 In The Amount of \$6,520.38 To American Engineers Group For Engineering Services From May 31, 2026 To June 27, 2026 Towards Croasdale Road Bridge Replacement Project – Budget Line Item #439.671.** Mr. Cramer made a motion to **approve Partial Payment #18 In The Amount of \$6,520.38 To American Engineers Group For Engineering Services From May 31, 2026 To June 27, 2026 Towards Croasdale Road Bridge Replacement Project – Budget Line Item #439.671.** 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 7:09 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 8:08 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 with regards to Zoning and Short Term Rental Permitting and Inspections for Stroud Township. But will continue as Residential and Commercial Building Code Enforcement and Inspection effective 7/20/2026.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **appoint Keystone Consulting Engineer, Inc. as Zoning and Short Term Rental Permitting and Inspections for Stroud Township effective 7/13/2026.** 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 8:12 P.M.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary