

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
March 19, 2024, 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, Daryl A. Eppley; Township Engineer, Chris McDermott, P.E., of Reilly Associates; Township Solicitor, Deborah Huffman; and Recording Secretary, Janice Willey. Ms. Shukaitis began the meeting with the pledge of allegiance.

Public Comments: (Non-Agenda Items) Deborah Olson read from a letter about ongoing issues on 337 Poplar Valley Road West. It was all documented in the letter she submitted to the Board. Chris Martin had a question for the Board about a PennDOT intersection and turning lanes concerns. Terry Decker had a question addressing it to Captain Raymond about roadside debris left by towing companies and is it the towing company's responsibility to clean up after accidents and removal of vehicles.

Approve Regular Meeting Minutes: March 5, 2024. Mr. Cramer made a motion to **approve Regular Meeting Minutes: March 5, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$104,820.49. Ms. Lyons made a motion to **approve Payment of Bills: General Fund: \$104,820.49.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$4,646.02. Mr. Cramer made a motion to **approve Payment of Bills: Golf Course Fund: \$4,646.02.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: February, 2024. Mr. Eppley read the report aloud. Mr. Cramer made a motion to **approve the Treasurer's Report for the Month of February, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Manager's Report: Mr. Eppley reported we have received project close-out documents from Ryland Construction on the Mervine Road bridge replacement project. About \$7,000 retainage remains to assure grass seeding for soil stabilization. Telco, Inc. has started work on the Green Light-Go project, coordinating signals on Route 611 between St. Luke's Hospital and Rimrock Road in Pocono Township. He informed their project manager of scheduled paving by PennDOT's contractor along the same section starting in April and ending by July. The next status meeting on the Lessig Lane bridge replacement project is scheduled for April 4, American Engineers Group has been trying to get access permission from one remaining property owner to complete survey work and obtain stream cross sections. On the Croasdale Road bridge replacement project, PennDOT's Consultant Agreement Division submitted the legal agreement to the Engineering and Construction Management Systems for approval by American Engineers Group and, the Township approval, so preliminary engineering can begin. Mr. Eppley met with Matt Evans of Keystone Consulting to review planning administration practices and procedures and prepare for March's Planning Commission meeting. He met with Kevin O'Donnell of PennDOT to secure our liquid fuels allocation for 2024 and will be meeting again to discuss bidding for main paving project for this year. The golf course is on opening this Friday, weather and course conditions permitting.

Public Works Dept. Report: Mr. Eppley read from Road Foreman Josh Cramer's report. The Road Crew has been working on the following: The crew has been out trimming back trees on Beacon Hill Road; Tree cleanup from recent storms; Park maintenance and trail cleanup. Hazardous trees that were marked by SROSR have been removed. The Road Crew attended PA1 Call Class; Craig has been doing routine equipment maintenance; Brown GMC failed inspection – action is needed; and as always, we are working on quite a few "Request for Action" forms.

Police Report: Captain Raymond attended the meeting and gave a brief summary on their report. There was a discussion on complaints of homeless camps throughout the township.

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

Engineer's Report: Mr. McDermott updating the board on I&I for STSA, MS4 and ongoing plan reviews.

Fire Department Report: Brian McCartney summarized the Fire Department's report. Then discussed the fire department's request to use a township bucket truck for the Arlington Station maintenance and to use township property on Glenbrook Road for training.

Old Business:

1. Chick-fil-A Land Development Plan – 115 Plaza 611 Lane - SALDO #2023-08; Planning Commission Recommendation; Action Deadline: May 7, 2024. Mr. Cramer made a motion to table Chick-fil-A Land Development Plan – 115 Plaza 611 Lane - SALDO #2023-08; Planning Commission Recommendation; Action Deadline: May 7, 2024. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. Home Depot Land Development Plan, 150 Pocono Commons Drive –SALDO #2023-09 – Planning Commission Recommendation; Action Deadline: March 19, 2024. Jennifer Oltman, P.E. of Kimley-Horn attended the meeting on behalf of the applicant to discuss revised plans. Township Engineer Chris McDermott prepared a plan review letter dated March 6, 2024. Mr. Cramer made a motion granting a waiver from Zoning Ordinance Section 27-801.B allowing the amount of parking spaces to be modified from 579 to 425 spaces. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to approve the Home Depot Land Development Plan, 150 Pocono Commons Drive, conditioned upon addressing any outstanding engineer's comments, receipt of adequate developer's agreement and performance bond, and payment of any outstanding township engineer's review fees. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

New Business:

1. Approve Partial Release No. 1, and Partial Release No.2, of Local Share Account Grant Funds In The Amounts of \$156,282.00 and \$53,772.00, Respectively, To Forte, Inc. For The Stroudsmoor Country Inn Sewer Extension Project. Ms. Lyons made a motion to approve Partial Release No. 1, and Partial Release No.2, of Local Share Account Grant Funds In The Amounts of \$156,282.00 and \$53,772.00, Respectively, To Forte, Inc. For The Stroudsmoor Country Inn Sewer Extension Project. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
2. Approve Proposal By DuBois & Associates, LLC For A Bog Turtle Habitat Assessment At Estimated Cost of \$1,600.00 Towards The N. 5th St./Chipperfield Dr./Mill Creek Rd. Intersection Project – Budget Line Item #438.314. Mr. Cramer made a motion to approve Proposal By DuBois & Associates, LLC For A Bog Turtle Habitat Assessment At Estimated Cost of \$1,600.00 Towards The N. 5th St./Chipperfield Dr./Mill Creek Rd. Intersection Project – Budget Line Item #438.314. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
3. Approve Submittal of Application To Renew NPDES Individual Permit To Discharge From A Small Municipal Separate Storm Sewer System (MS4) For A 5-Year Term. Ms. Lyons made a motion to approve Submittal of Application To Renew NPDES Individual Permit To Discharge From A Small Municipal Separate Storm Sewer System (MS4) For A 5-Year Term. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
4. Approve Partial Security Release No. 1 In The Amount of \$41,546.00 Requested By Barry Isett & Associates Inc. Towards The Major Hyundai Land Development Improvements Per Recommendation of Township Engineer. Mr. Cramer made a motion to table Partial Security Release No. 1 In The Amount of \$41,546.00 Requested By Barry Isett & Associates Inc. Towards The Major Hyundai Land Development Improvements Per Recommendation of Township Engineer. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
5. Approve Payment #4 of 4 In The Amount of \$11,125.00 To Zelenkofske Axelrod LLC For 2024 American Rescue Plan (ARP) Consulting Services – Payable From ARP Fund Account. Ms. Lyons made a motion to approve Payment #4 of 4 In The Amount of \$11,125.00 To Zelenkofske Axelrod LLC For 2024 American Rescue Plan (ARP) Consulting Services – Payable From ARP Fund Account. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
6. Discuss Request By Troy Nauman To Consider Zoning Ordinance Amendment To Allow Mixed-Uses In The Same Building In The C-1 District and Moving The C-1/M-1 Zoning District Boundary Line To Common Property Line; Take Action If In Order. Troy Nauman attended the meeting to discuss with the board his request for this property. Mr. Cramer made a motion to recommend looking at the Zoning

Ordinance and an amendment with regards to the 5th Street area Nauman property in relation to the C-1/M-1 Zoning District boundary line and potentially moving it back to the rear property line. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

7. Approve Payment of \$2,000.00 To All Sports Enterprises, Inc. For Creekview Park Turf Field Repair Approved By East Stroudsburg University and Stroudsburg Little League – Payable From Creekview Maintenance Fund. Ms. Lyons made a motion to approve Payment of \$2,000.00 To All Sports Enterprises, Inc. For Creekview Park Turf Field Repair Approved By East Stroudsburg University and Stroudsburg Little League – Payable From Creekview Maintenance Fund. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
8. Approve Partial Payment #1 In The Amount of \$32,244.12 To Telco, Inc. Towards The Green Light-Go Adaptive Signal Control Project As Recommended By T & M Associates – Budget Line Item #433.741. Mr. Cramer made a motion to approve Partial Payment #1 In The Amount of \$32,244.12 To Telco, Inc. Towards The Green Light-Go Adaptive Signal Control Project As Recommended By T & M Associates – Budget Line Item #433.741. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
9. Approve Payment of \$5,450.00 To Leon Clapper, Inc. To Install Required Backflow Preventers and Testing At Municipal Bldg., 1129 N. 5th St. Rental, and Golf Course Clubhouse & Maintenance Garage - Budget Line Items #409.373 & #452.373. Ms. Lyons made a motion to approve Payment of \$5,450.00 To Leon Clapper, Inc. To Install Required Backflow Preventers and Testing At Municipal Bldg., 1129 N. 5th St. Rental, and Golf Course Clubhouse & Maintenance Garage - Budget Line Items #409.373 & #452.373. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
10. Approve Payment of \$300.00 To Leon Clapper, Inc. For Required Backflow Testing At Creekview Park - Budget Line Item #454.370. Mr. Cramer made a motion to approve Payment of \$300.00 To Leon Clapper, Inc. For Required Backflow Testing At Creekview Park - Budget Line Item #454.370. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
11. Approve Stroudsburg Area School District Graduation Fireworks By Celebration Fireworks, Inc. at Knights Park on May 31 Subject To: 1) Site Plan, 2) Stroud Township Being Named as Additional Insured, 3) Notification of Stroudsburg and Township Fire Departments of Event, and 4) Temporary Closure of Knights Lane For Set-Up, Show and Cleanup By School District Personnel. Mr. Cramer made a motion to approve Stroudsburg Area School District Graduation Fireworks By Celebration Fireworks, Inc. at Knights Park on May 31 Subject To: 1) Site Plan, 2) Stroud Township Being Named as Additional Insured, 3) Notification of Stroudsburg and Township Fire Departments of Event, and 4) Temporary Closure of Knights Lane For Set-Up, Show and Cleanup By School District Personnel. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
12. Approve Stroud Region Open Space & Recreation Commission's Levee Loop Trail Run & Walk on Saturday, June 1, 2024 on Township Property and Assist With Traffic Control Plan Approved By PennDOT. Ms. Lyons made a motion to approve Stroud Region Open Space & Recreation Commission's Levee Loop Trail Run & Walk on Saturday, June 1, 2024 on Township Property and Assist With Traffic Control Plan Approved By PennDOT. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
13. Approve Annual HVAC Maintenance Agreement With Nauman Mechanical For Municipal Center Heating & Air Conditioning Systems For A Price Of \$1,600.00 – Budget Line Item #409.373. Mr. Cramer made a motion to approve Annual HVAC Maintenance Agreement With Nauman Mechanical For Municipal Center Heating & Air Conditioning Systems For A Price Of \$1,600.00 – Budget Line Item #409.373. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
14. Approve Jeff's HVAC Fall & Spring Maintenance Proposal In The Amount of \$1,179.00 For Four HVAC Units At Glen Brook Clubhouse - Glen Brook Golf Course Budget #409.232. Ms. Lyons made a motion to approve Jeff's HVAC Fall & Spring Maintenance Proposal In The Amount of \$1,179.00 For Four HVAC Units At Glen Brook Clubhouse - Glen Brook Golf Course Budget #409.232. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
15. Appoint Mackenzie Geisner As A Member of The Township Environmental Advisory Council For A Term Ending January 1, 2025. Mr. Cramer made a motion to appoint Mackenzie Geisner As A Member of The Township Environmental Advisory Council For A Term Ending January 1, 2025. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

16. Approve Opening Gaunt Road Yard Waste Recycling Facility on Saturdays From 7 AM to 2 PM Beginning March 23 Until November 23. Ms. Lyons made a motion to approve Opening Gaunt Road Yard Waste Recycling Facility on Saturdays From 7 AM to 2 PM Beginning March 23 Until November 23. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Executive Session: Mr. Cramer made a motion to go into executive session at 7:57 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 8:34 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. There were none.

There being no further business, Mr. Cramer made a motion to adjourn the meeting at 8:35 P.M. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary