

**TOWNSHIP OF STROUD**  
**BOARD OF SUPERVISORS**  
**MEETING MINUTES**

**REGULAR MEETING, DECEMBER 5, 2017, 7:00 P.M.**

The regular meeting of the Stroud Township Board of Supervisors was called to order by Chairman/Secretary/Treasurer, Daryl A. Eppley at 7:00 P.M., with the Pledge of Allegiance, at the Stroud Township Municipal Center, 1211 North Fifth Street, Stroudsburg, Pa. Also present were Supervisor/Ass't Treasurer, Edward C. Cramer; Township Solicitor, Todd Weitzmann; Township Engineer, Chris Reilly of Reilly Associates; Office Manager & Recording Secretary, Judy Adkins. Chairman said that Supervisor Christine A. Wilkins had a prior commitment and will not be present tonight.

**Public Comments:** Chairman asked if there were any public comments, there were no public comments.

**Approve Payment of Bills: General Fund: \$67,439.60.** Mr. Cramer **moved to approve payment of bills from the General Fund in the amount of \$67,439.60.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

**Approve Payment of Bills: Golf Course Fund: \$3,763.49.** Mr. Cramer **moved to approve payment of bills from the Golf Course Fund in the amount of \$3,763.49.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

**Approve Annual Lease Payment: Bible Fellowship Church: \$2,500.00 for Pinebrook Park Property.** Mr. Cramer **moved to approve the annual lease payment for the Bible Fellowship Church for \$2,500.00 for Pinebrook Park Property.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

**Old Business: None From Prior Meeting Agendas.**

**New Business:**

**1. Review Plaza 611 Land Development Plan Revision.** Present on behalf of this plan was Mr. Doug Olmstead, Development Manager. Chairman said that we have a review letter dated December 5, 2017 from Chris McDermott, Township Engineer. Mr. McDermott said that when they were out at the construction site and we were faced with multiple plans with red lines on changes; it's getting difficult to know what we're doing; it's his recommendation to update the land development plan so that we have one set of plans that's actually being built. Mr. Olmstead said that he agrees with that, the intent was they didn't want to submit something to the township until after the plans were actually recorded; the reason why this area had to be revised is once construction started, the plans did not accurately reflect the location of the stream that was there and it created havoc as far as encroachments through the wetland areas which resulted in a major modification which was granted sometime the beginning of the summer. Mr. Olmstead said that in order to rectify as best as possible, the encroachment that was taking place with detailed plans from a landscaping point shifted to the northwest about five feet or so and he's here tonight to make sure that there won't be any problems with this adjustment. After brief discussion concerning the modification, infiltration basin, as-built plans, addressing Chris's comments, site work, revised plan, zoning and building permits for retaining walls, Mr. Cramer **made a motion to approve the Plaza 611 Land Development Plan Revision conditioned on adequately addressing, the township engineer's comments from Reilly Associates and that the revision does not have to be recorded until the as-built plans are completed so it only has to be done once and the zoning officer is authorized to issue a zoning permit for the retaining walls around Building C consist with the revised plans.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

**2. Approve Security Release #4 In The Amount Of \$165,352.09 For Plaza 611 Land Development Per Recommendation Of Township Engineer.** Present on behalf of this plan was Mr. Doug Olmstead, Development Manager. Mr. McDermott, Township Engineer recommend the release of \$165,352.09, they completed general bulk earth movement installation of the storm sewer along old Frantz Road, the installation of a new sewer manhole, E&S basins and some pad work. Mr. Cramer moved to approve Security Release #4 in the amount of \$165,352.09 for Plaza 611 Land Development per recommendation of Township Engineer. Mr. Epley seconded the motion. All voted aye. Motion carried unanimously. Chairman asked Mr. Olmstead where we stand with the HOP, Mr. Olmstead said all the easements were submitted.

**3. Approve Payment #5 In The Amount Of \$74,592.19 To Northeast Site Contractors For The Bridge Street/Route 611 Project As Recommended By Reilly Associates – Budget Line Item #438.600.** Mr. Cramer moved to approve Payment #5 in the amount of \$74,592.19 to Northeast Site Contractors for the Bridge Street/Route 611 Project as recommended by Reilly Associates, Budget Line Item #438.600. Mr. Epley seconded the motion. All voted aye. Motion carried unanimously. Mr. McDermott said in regards to Bridge Street, the bridge contractor is suppose to be completing their work by December 18<sup>th</sup> and opening two-way traffic on Bridge Street on December 19<sup>th</sup>; we will have to coordinate with our contractor for the changeover of the signal to a temporary condition and there are two poles that are sitting in areas that have been paved, they need to be removed so no one hits them. Mr. McDermott also said that unfortunately through the winter we'll have to maintain signs that direct traffic right at the traffic signal and he's not certain on how we do that in snow and ice and PennDOT will be knocking them out with their snowplows and that could be an issue. Mr. McDermott said that they will do temporary paving so McDonald's can utilize their driveway.

**4. Render Decision On Eagles Rest Cellars, Inc. Conditional Use Application.** Chairman thanked Todd for preparation of the Decision on the winery in Cherry Valley and there are a few conditions. Mr. Cramer moved to approve the Decision on Eagles Rest Cellars, Inc., Conditional Use Application based on satisfying five conditions. Mr. Epley seconded the motion. All voted aye. Motion carried unanimously.

**5. Approve Payment Of \$9,910.00 From Glen Brook Golf Course Account To General Fund Towards Principal And Interest Of 2014 Note Payable To Township – Glen Brook Budget Line Item #471.001.** Mr. Cramer moved to approve payment of \$9,910.00 from Glen Brook Golf Course Account to General Fund towards principal and interest of 2014 Note Payable to Township, Glen Brook Budget Line Item #471.001. Mr. Epley seconded the motion. All voted aye. Motion carried unanimously.

**6. Approve Transfer Of \$20,000.00 From ½ Mil Special Fire Tax Fund To General Fund For Coverage Of Additional Workers Compensation Insurance Costs – Budget Line Item #392.100.** Mr. Cramer moved to approve transfer of \$20,000.00 from ½ mil Special Fire Tax Fund to General Fund for coverage of additional Workers Compensation Insurance Costs, Budget Line Item #392.100. Mr. Epley seconded the motion. All voted aye. Motion carried unanimously.

**7. Sparkle Car Wash Land Development Plan – Planning Commission Recommendation: Action Deadline: December 5, 2017.** Chairman said that today he received a letter from applicant, Kevin Detrick extending the time required by the township to act on the application until January 16, 2018 Supervisors' meeting, also they are requesting tabling. Mr. Epley moved to table at the applicant's request and to grant the extension until January 16, 2018. Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously.

**8. Ratify Ordering Rental Of Temporary Fence Panels And Sand Bags For Albertson Park Ice Rink At A Cost Of \$3,039.48; Budget Line Item #454.740.** Mr. Cramer moved to ratify ordering

**rental of temporary fence panels and sand bags for Albertson Park Ice Rink at a cost of \$3,039.48.**  
Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

9. **Approve Purchase Of Canon iPF830 Wide-Format Color Scanner/Printer Including Installation, Paper And Ink Supplies At A Price Of \$9,087.88 From Fraser Advanced Information Systems Under CoStars Contract #001-029; Budget Line Item #407.740.** Mr. Cramer **moved to approve purchase of Canon iPF830 Wide-Format Color Scanner/Printer including installation, paper and ink supplies at a price of \$9,087.88 from Fraser Advanced Information Systems under CoStars Contract #001-029, Budget Line Item #407.740.** Mr. Eppley seconded the motion with discussion. Discussion – Chairman said that he did get three quotes, one was \$1,000 more and this one was a very good quote. All voted aye. Motion carried unanimously.

10. **Approve Purchase Of CSG Permit Manager Software At A Price Of \$16,000.00 From CS-Graphix – Budget Line Item #414.750.** Mr. Cramer **moved to approve purchase of CSG Permit Manager Software at a price of \$16,000.00 from CS-Graphix, Budget Line Item #414.750.** Mr. Eppley seconded the motion with discussion. Discussion – Chairman said that other townships do have this and we have to convert to electronic files. All voted aye. Motion carried unanimously.

11. **Approve Payment Of 120 Hours of Compensatory Time At Current Rate For The Sum Of \$2,646.00 Requested by Brenda Klein, Sewer Authority Office Manager – Budget Line Item #429.187.** Mr. Cramer **moved to approve payment of 120 hours of compensatory time at current rate requested by Brenda Klein, Sewer Authority Office Manager, Budget Line Item #429.187.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

12. **Ratify Bridge Street Traffic Signal Revised Plan.** Mr. Cramer **moved to ratify signing Bridge Street Traffic Signal Revised Plan.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

13. **Approve Real Estate Tax Exemption For Veteran Karl Lyons For Real Property Taxes Due On Or After October 25, 2017.** Mr. Cramer **moved to approve Real Estate Tax Exemption for Veteran Karl Lyons for real property taxes due on or after October 25, 2017.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously. Chairman said that he received a letter from the Pennsylvania Dept. of Military Veterans and this has to be approved first by them before we can take action.

14. **Planning Commission Recommendation – Medical Marijuana Zoning Ordinance Amendment.** Chairman said that we have a draft ordinance that was forwarded to us after Planning Commission meeting last week and we will review this with Todd. Mr. Cramer **made a motion that we table the Planning Commission's recommendation on Medical Marijuana Zoning Ordinance for further review.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

**Executive Session:** Mr. Eppley **made a motion to go into executive session to discuss litigation, real property and personnel at 7:35 P.M.** Mr. Cramer seconded the motion. All voted aye. Motion carried unanimously. Mr. Cramer **made a motion to return to regular session at 8:13 P.M.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously. Chairman said that the Board discussed litigation, real property and personnel in executive session and he asked if there were any motions to come before the Board. Mr. Cramer **made a motion that employee, John Harvey who was hired December 12, 2016 be allowed to carry over his vacation time into 2018 calendar year due to his hire date in December 2016.** Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

There being no further business, Mr. Cramer **made a motion to adjourn the meeting at 8:15 P.M.**  
Mr. Eppley seconded the motion. All voted aye. Motion carried unanimously.

Respectfully submitted,

Judith Ann Adkins  
Recording Secretary