

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
December 2, 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, Christ McDermott, 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). There were no public comments.

Approve Regular Meeting Minutes: November 18, 2025. Mr. Cramer made a motion to **approve Regular Meeting Minutes for November 18, 2025.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Public Hearing Minutes: November 18, 2025 (KH Stroudsburg Properties, LLC. Stormwater). Ms. Lyons made a motion to **approve Public Hearing Minutes for November 18, 2025 (KH Stroudsburg Properties, LLC. Stormwater).** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Workshop Meeting Minutes: November 26, 2025. Mr. Cramer made a motion to **approve Workshop Meeting Minutes for November 26, 2025.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$22,992.09. Ms. Lyons made a motion to **approve Payment of Bills from the General Fund in the amount of \$22,992.09.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$2,480.53. Mr. Cramer made a motion to **approve Payment of Bills from the Golf Course Fund in the amount of \$2,480.53.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

New Business:

1. **Approve 2026 Stroud Region Open Space and Recreation Commission (SROSRC) Budget In The Amount of \$884,637.17 Including Township Appropriation of \$138,450.67, Greenway Contribution of \$4,944.67, \$81,000.00 For Park Stewardship (Professional Security, Park Patrol & Caretaker Related Expenses), and \$2,500 Pavilion Rental Fees Collected By SROSRC.** Autumn Hawthorne, SROSRC Director attended the meeting and discussed their budget with the Board. Ms. Lyons made a motion to **approve 2026 Stroud Region Open Space and Recreation Commission (SROSRC) Budget In The Amount of \$884,637.17 Including Township Appropriation of \$138,450.67, Greenway Contribution of \$4,944.67, \$81,000.00 For Park Stewardship (Professional Security, Park Patrol & Caretaker Related**

Expenses), and \$2,500 Pavilion Rental Fees Collected By SROSRC. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

2. **Ratify Signing Proposal For Geotechnical Services From Geo-Technology Associates, LLC. In The Amount Of \$9,000.00 In Regards To The Poplar Valley East Bridge Replacement Project - Budget Line Item #438.453.** Mr. Cramer made a motion to **ratify Signing Proposal For Geotechnical Services From Geo-Technology Associates, LLC. In The Amount Of \$9,000.00 In Regards To The Poplar Valley East Bridge Replacement Project - Budget Line Item #438.453.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Payment For 90 Hours of Compensatory Time Requested By Employee Janice Willey At Current Rate – Budget Line Item #406.187.** Ms. Lyons made a motion to **approve Payment For 90 Hours of Compensatory Time Requested By Employee Janice Willey At Current Rate – Budget Line Item #406.187.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
4. **Approve Payment For 60 Hours of Compensatory Time Requested By Employee Sharon Grover At Current Rate – Budget Line Item #406.187.** Mr. Cramer made a motion to **approve Payment For 60 Hours of Compensatory Time Requested By Employee Sharon Grover At Current Rate – Budget Line Item #406.187.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Payment For 200 Hours of Compensatory Time Requested By Brenda Klein, Sewer Authority Office Manager, At Current Rate – Budget Line Item #429.187.** Ms. Lyons made a motion to **approve Payment For 200 Hours of Compensatory Time Requested By Brenda Klein, Sewer Authority Office Manager, At Current Rate – Budget Line Item #429.187.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
6. **Approve Signing All Documents From Arrow Land Solutions, LLC and PennDot For The Partial Acquisition of The Townships Gaunt Rd Property In Regards To The I-80-17M Reconstruction Project.** Mr. Cramer made a motion to **approve Signing All Documents From Arrow Land Solutions, LLC and PennDot For The Partial Acquisition of The Townships Gaunt Rd Property In Regards To The I-80-17M Reconstruction Project.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
7. **Ratify The Township Joining The Appalachian Trail Community Conservation Collaborative.** Ms. Lyons made a motion to **ratify The Township Joining The Appalachian Trail Community Conservation Collaborative.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
8. **Ratify Signing Proposal By Nauman Inc. For Emergency Replacement Of Steam Boiler Including Accessories, Installation Labor And A Two (2) Year**

Labor Warranty At A Cost Of \$29,987.00 – Payable From American Rescue Plan Account. Mr. Cramer made a motion to **ratify Signing Proposal By Nauman Inc. For Emergency Replacement Of Steam Boiler Including Accessories, Installation Labor And A Two (2) Year Labor Warranty At A Cost Of \$29,987.00 – Payable From American Rescue Plan Account.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Executive Session: Ms. Lyons made a motion to **go into executive session at 7:11 P.M. to discuss litigation, real property, personnel and security matters.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **return to regular session at 8:16 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 8:16 P.M.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary