

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
August 18, 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 7:15 P.M., Also present were Vice Chairman & Ass't. Treasurer, Edward Cramer; Supervisor/Ass't. Secretary, Susan Lyons; Township Manager, Steve Fylstra; Township Engineer, Chris McDermott, of Reilly Associates; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey.

Public Comments: (Non-Agenda Items) A young man introduced himself to the Board, Giovanni Ferrante from Boy Scout Troop 86 who was attending the meeting as a project requirement. Brian McCartney wanted to say the Road Department has been doing a great job keeping up with all this rain we've been having.

Approve Regular Meeting Minutes: August 4, 2026. Mr. Cramer made a motion to **approve Regular Meeting Minutes for August 4, 2026.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$44,376.25. Ms. Lyons made a motion to **approve Payment of Bills from the General Fund in the month of \$44,376.25.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$7,573.14. Mr. Cramer made a motion to **approve Payment of Bills from the Golf Course Fund in the amount of \$7,573.14.** 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 July.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Manager's Report: Mr. Fylstra reported the shell and rough plumbing is complete at the new building at Gaunt. Today they were putting in the drain for the wash bay, tomorrow they will be doing stone work and the concrete doors will be Thursday and Friday. This is causing some delays on the sewer/waterline project due to the concrete trucks needing access. He met with PPL along with Josh Cramer to help speed up utility pole work at Gaunt Road. There is a MS4/DEP audit next week and there was a meeting with our engineers to prepare. He's attended multiple meetings for upcoming projects such as a solar project, Hayward Labs preconstruction meeting with the County Conservation District, another meeting with them tomorrow, and a meeting for a new building at Creekview Park. Glen Brook cart barn project sketches were received and

expect the contractor to be submitting for permits in the next few weeks. He attended a demo for a new product for SARP to help enforce speeding.

Public Works Dept. Report: Mr. Fylstra read from Josh Cramer's report. The crew has been busy with the Gaunt Road sewer/water line project, the laterals should be done by 8/24 or 8/25. M & J Excavating has started the 2026 paving project. As always we continue to work on "Request for Action" slips.

Solicitor's Report: Mr. Weitzmann said he had a few things for Executive Session.

Engineer's Report: Mr. McDermott summarized the Engineer's Report.

Police Report: Captain Raymond recapped the month's report and updated the Board on potential new hires.

Fire Department Report: Mr. McCartney summarized the report for the Board.

Old Business:

1. **Open Fuel Bids; Take Action If In Order.** Mr. Weitzmann opened and read aloud the one bid that was received. Stiff Oil's bid of Deisel Fuel at \$5.609/gal, total bid amount of \$100,962.00. Mr. Cramer made a motion to **approve Stiff Oil's Bid in the amount of \$5.609/gal, total bid amount of \$100,962.00**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

New Business:

1. **Approve Signing Professional Services Agreement With UTRS Civil & Environmental Engineering Inc. In The Amount Of \$18,800.00 For A Boundary Survey For 1264 Poplar Valley Road East – Payable From E.I.T. Open Space Fund.** Ms. Lyons made a motion to **approve Signing Professional Services Agreement With UTRS Civil & Environmental Engineering Inc. In The Amount Of \$18,800.00 For A Boundary Survey For 1264 Poplar Valley Road East – Payable From E.I.T. Open Space Fund**. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
2. **Approve Partial Payment #31 In The Amount Of \$2,080.40 To American Engineers Group For Engineering Services From June 28, 2026 To July 25, 2026 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #439.670.** Mr. Cramer made a motion to **approve Partial Payment #31 In The Amount Of \$2,080.40 To American Engineers Group For Engineering Services From June 28, 2026 To July 25, 2026 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #439.670**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Partial Payment #19 In The Amount of \$1,886.64 To American Engineers Group For Engineering Services From June 28, 2026 To July 25, 2026 Towards Croasdale Road Bridge Replacement Project – Budget Line**

Item #439.671. Ms. Lyons made a motion to approve Partial Payment #19 In The Amount of \$1,886.64 To American Engineers Group For Engineering Services From June 28, 2026 To July 25, 2026 Towards Croasdale Road Bridge Replacement Project – Budget Line Item #439.671. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

4. **Approve Payment #1 In The Amount Of \$160,513.20 To Dutchman Contracting, LLC. Per Township Engineer Recommendation – Payable From The Gaunt Road Account.** Mr. Cramer made a motion to approve Payment #1 In The Amount Of \$160,513.20 To Dutchman Contracting, LLC. Per Township Engineer Recommendation – Payable From The Gaunt Road Account. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
5. **Accept Resignation Of Mackenzie Geisner As Environmental Advisory Council Volunteer, Effective August 10, 2026.** Ms. Lyons made a motion to accept Resignation Of Mackenzie Geisner As Environmental Advisory Council Volunteer, Effective August 10, 2026. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
6. **Appoint Pamela Zulick Byrne As Environmental Advisory Council Volunteer To Fill The Remainder Of Mackenzie Geisner's Term Ending 1-1-2028.** Mr. Cramer made a motion to appoint Pamela Zulick Byrne As Environmental Advisory Council Volunteer To Fill The Remainder Of Mackenzie Geisner's Term Ending 1-1-2028. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
7. **Approve Signing Proposal From TRAISR Municipal Management Software In The Approximate Amount Of \$15,000.00-\$20,000.00 For Onboarding Services And A \$1,400.00 Per Month Subscription For 1-year Term Which Renews Month-to-Month For Up To Five (5) Years Total.** Ms. Lyons made a motion to approve Signing Proposal From TRAISR Municipal Management Software In The Approximate Amount Of \$15,000.00-\$20,000.00 For Onboarding Services And A \$1,400.00 Per Month Subscription For 1-year Term Which Renews Month-to-Month For Up To Five (5) Years Total. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
8. **Approve For Sale The 2003 Ford F-350 Mechanics Truck On Municibid.** Mr. Cramer made a motion to approve For Sale The 2003 Ford F-350 Mechanics Truck On Municibid. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
9. **Appoint Barry Isett & Associates Inc. Administrator Of PA Uniform Construction Code (UCC) Services For The Township.** Ms. Lyons made a motion to appoint Barry Isett & Associates Inc. Administrator Of PA Uniform Construction Code (UCC) Services For The Township. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

10. In Regards To The Land Use Appeal Filed By Cherry Castellvi Docketed At 4366-CV-2026 In Support Of The Zoning Hearing Board Decision

1)Authorize Petition To Intervene 2)Authorize Conflict Counsel, F. Andrew Wolf, To File The Petition And Handle The Appeal For The Township. Mr. Cramer made a motion to approve the Support Of The Zoning Hearing Board Decision 1)Authorize Petition To Intervene 2)Authorize Conflict Counsel, F. Andrew Wolf, To File The Petition And Handle The Appeal For The Township, In Regards To The Land Use Appeal Filed By Cherry Castellvi Docketed At 4366-CV-2026. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

11. Adopt Resolution 2026-39 The Acquisition Of A Conservation Easement Over A Portion Of The Lands Of Craig E. Coslar And Shelly L. Coslar Tax Parcel No. 17.10.1.11, Middle Road, Stroud Township.

Ms. Lyons made a motion to adopt Resolution 2026-39 The Acquisition Of A Conservation Easement Over A Portion Of The Lands Of Craig E. Coslar And Shelly L. Coslar Tax Parcel No. 17.10.1.11, Middle Road, Stroud Township. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

12. Authorize Dangerous Structure Investigation Of 314 Juniper Court, East Stroudsburg Pursuant To The Requirements § 10-303 Of The Stroud Township Code Of Ordinances Regarding Dangerous Or Dilapidated Buildings. Mr. Cramer made a motion to authorize Dangerous Structure Investigation Of 314 Juniper Court, East Stroudsburg Pursuant To The Requirements § 10-303 Of The Stroud Township Code Of Ordinances Regarding Dangerous Or Dilapidated Buildings. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Ms. Lyons noted this property recently sold.

13. Approve Quote From Five Star Equipment In The Amount Of \$2,356.00 For Rental Of A Compact Excavator For 1 Week In Regards To The Gaunt Rd Water Line Project – Payable From The Gaunt Rd Account. Ms. Lyons made a motion to approve Quote From Five Star Equipment In The Amount Of \$2,356.00 For Rental Of A Compact Excavator For 1 Week In Regards To The Gaunt Rd Water Line Project – Payable From The Gaunt Rd Account. 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 7:44 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 8:54 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 no motions.

There being no further business, Ms. Lyons made a motion to **adjourn the meeting at 8:55P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary