

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
September 16, 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 none.

Approve Regular Meeting Minutes: September 2, 2025. Mr. Cramer made a motion to **approve Regular Meeting Minutes from September 2, 2025.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: \$127,198.10. Ms. Lyons made a motion to **approve Payment of Bills from the General Fund in the amount of \$127,198.10.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: \$5,970.46. Mr. Cramer made a motion to **approve Payment of Bills from the Golf Course Fund in the amount of \$5,970.46.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: Mr. Fylstra read the Treasure's Report for the month of August aloud. Mr. Cramer made a motion to **approve the Treasure's Report for the month of August.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Manager's Report: Mr. Fylstra reported on the Lessig Lane bridge replacement project, H&H drilling contract was awarded and drilling should start within 30-60 days. We are still encountering a utility moving roadblock from FirstEnergy. We can not get any response from the team as to when we will have a new report. As for Croasdale Road bridge, we are working with the DCNR on the details of taking the land needed to construct the new bridge and waiting on temporary bridge approval. Stroud Township has signed up for the Savvy Citizen App to improve communication to our residents. It will be launched in conjunction with our new website. CBA contract negotiations continue with SARPD, there is a tentative deal in place. Glen Brook Golf Course reached out for assistance and manpower to make some fall improvements to the course. The Township took delivery of our Kenworth T480 truck that was ordered in May 2024. The radio project installs began today on the Township trucks. There was a meeting with PennDOT's appraiser at Gaunt Road and we were told we would have a preliminary compensation amount 10/3/2025.

Public Works Dept. Report: Mr. Fylstra read from Josh Cramer's report, AMS finished the FB3 paving portion of the project. They will return to fix any issues if needed. The

chip seal and fog seal project is scheduled for the Spring 2026. Beacon Hill Road widening project is complete, as well as the Big Pines Park infield project. Three sewer manholes were replaced on West Main Street and one on Stokes Mill Road, all due to being damaged. The Road Crew paved Jane Street from Arlington Avenue to West Main Street and Leafy Greene Street from Arlington Avenue to West Main Street. And they continue to work on "Request for Action" Forms as they come in.

SROSRC Report: No report submitted.

Solicitor's Report: Mr. Weitzmann did not have anything to report outside of Executive Session.

Engineer's Report: Mr. McDermott summarized his report and updated the Board on any ongoing projects.

State Rep. Probst: Jessica Smith, from State Representative Tarah Probst's office, stated she was attending on behalf of Representative Probst as she was running late. Ms. Smith asked the Board if they received the flyer she emailed earlier today regarding the PennDOT Rt 80 Project. Everyone had a copy. Ms. Smith went over the Fact Page, which consisted of 6 facts and her concerns on each point. Representative Probst arrived and added she was just at Penn Future meeting and wanted the Board to know municipalities have more power than they think. Ms. Smith wanted to remind the Board of a hearing for Chapter 102 and 105 on 9/24/2025 at the Monroe County Public Safety Center. She did add this hearing does not involve Stroud Township, but thought all municipalities should be represented. She explained the procedure to make comments if desired. Representative Probst then turn to Brian McCartney, Treasurer of Stroud Township Fire Department and said today along with some co-sponsors, she introduced the Foreign Fire Tax from 2% to 8%.

Fire Department Report: Brian McCartney summarized the Fire Department report and added he was honored this week from the East Stroudsburg Elks Lodge as Fire Fighter of the Year. He said his first day as a volunteer fireman was 9/10/2001, the day before 9/11 and now being in his 25th year it's been a privilege to serve Stroud Township. The Board congratulated and thanked him for all he's done.

Old Business:

1. **Open Boiler Replacement Bids.** Mr. Fylstra explained they had to cancel the bids upon finding new information regarding the boiler system and will rebid at a later date. Mr. Cramer made a motion to **withdraw the Boiler Replacement Bids for future date**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

New Business:

2. **Approve Partial Payment #22 In The Amount Of \$3,856.84 To American Engineers Group For Engineering Services From July 27, 2025 To August 30, 2025 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Ms. Lyons made a motion to **approve Partial Payment #22 In**

The Amount Of \$3,856.84 To American Engineers Group For Engineering Services From July 27, 2025 To August 30, 2025 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

3. **Approve Submittal of Annual Report For Municipal Separate Storm Sewer System (MS4) To Department of Environmental Protection Prepared By Reilly Associates And Ratify Paying \$2,500.00 Annual Fee - Budget Line Item #436.300.** Mr. Cramer made a motion to **approve Submittal of Annual Report For Municipal Separate Storm Sewer System (MS4) To Department of Environmental Protection Prepared By Reilly Associates And Ratify Paying \$2,500.00 Annual Fee - Budget Line Item #436.300.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
4. **Adopt Resolution No. 2025-38 Regarding 2026 Minimum Municipal Obligation For Stroud Township Non-Uniform Pension Plan.** Ms. Lyons made a motion to **adopt Resolution No. 2025-38 Regarding 2026 Minimum Municipal Obligation For Stroud Township Non-Uniform Pension Plan.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Second Allocation of 2025 To Stroud Township Volunteer Fire Dept. In The Amount of \$30,000.00 - Budget Line Item #411.542.** Mr. Cramer made a motion to **approve Second Allocation of 2025 To Stroud Township Volunteer Fire Dept. In The Amount of \$30,000.00 - Budget Line Item #411.542.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
6. **Adopt Resolution No. 2025-39 Authorizing The Township To Serve As A Passthrough On Behalf Of The Brodhead Creek Regional Authority In Its Application And Request For Monroe County Local Share Assessment Grant Funding For Compromised Valve Bolt Replacement Project.** Ms. Lyons made a motion to **adopt Resolution No. 2025-39 Authorizing The Township To Serve As A Passthrough On Behalf Of The Brodhead Creek Regional Authority In Its Application And Request For Monroe County Local Share Assessment Grant Funding For Compromised Valve Bolt Replacement Project.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
7. **Discuss Draft Ordinance Regarding LERTA Act: Local Economic Revitalization Tax Assistance; Providing For Real Estate Tax Exemption For New Construction And Improvements To Deteriorated Property And Establishing Standards And Qualifications For Obtaining Such Exemption, Schedule Hearing If In Order.** Ms. Lyons made a motion to **schedule a Public Hearing on 10/7/2025 at 6:30 P.M. to Discuss Draft Ordinance Regarding LERTA Act: Local Economic Revitalization Tax Assistance; Providing For Real Estate Tax Exemption For New Construction And Improvements To Deteriorated Property And Establishing Standards And Qualifications For**

Obtaining Such Exemption. 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 7:41 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 8:36 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 **schedule a public hearing for Re-Zone C-4 to C-2 on 10/21/2025 at 6:30 P.M.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **grant a waiver without the need for a hearing subject to review by the Township Solicitor and Engineer for 416 Somerset Drive, Daniel Harris.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

There being no further business, Ms. Lyons made a motion to **adjourn the meeting at 8:40 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary