TOWNSHIP OF STROUD

BOARD OF SUPERVISORS

MEETING MINUTES

REGULAR MEETING, January 21, 2020, 7:00 P.M.

The Regular Meeting of the Stroud Township Board of Supervisors was called to order by Chairwoman & Ass't Secretary, Christine A. Wilkins at 7:00 P.M., at the Stroud Township Municipal Center, 1211 North Fifth Street, Stroudsburg, Pa. Also present were Supervisor/Ass't Treasurer, Edward C. Cramer; Vice Chairwoman, Jennifer Shukaitis; Township Manager, Daryl A. Eppley; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey.

Public Comments: (Non-Agenda Item) Residents Michael and Rosaly Franolich from 999 Metzgar Road were there to express their concerns over a neighbor's property. They feel it is being rented out as an Airbnb and do not think it is specifically zoned for that use. They have notified SARP because fireworks were being set off at all hours day and night. They wanted clarification on short term rentals and if it was allowed in their zoning district. Mr. Weitzmann said he would speak to Ms. Beers, Stroud Township Residential Zoning Officer, regarding this issue. The residents said they will call the township office the next day with contact information.

Approve Regular Meeting Minutes: December 17, 2019. Mr. Cramer moved to **approve Regular Meeting Minutes: December 17, 2019.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Regular Meeting Minutes: January 6, 2020. Ms. Shukaitis moved to **approve Regular Meeting Minutes: January 6, 2020.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment Of Bills: General Fund: $90,326.10. Mr. Cramer moved to **approve Payment Of Bills: General Fund: $90,326.10.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Payment Of Bills: Golf Course Fund: $809.83. Ms. Shukaitis moved to **approve Payment Of Bills: Golf Course Fund: $809.83.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: Month of December. Mr. Eppley read the report aloud. Mr. Cramer moved to **accept the Treasurer's Report: Month of December.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Manager's Report: Mr. Eppley reported there was a meeting on January 15th with PennDOT and their consultant to continue work on the Green Light-Go project. Representatives from Signal Control Products attended to review the Econolite Edaptive system. Bid specs are being put together. The grant agreement was extended until June 30, 2020. County grant of $30,000.00 was approved for the Hamilton-Stroud-Pocono-Stroudsburg Regional Comprehensive Plan. The 2018 Municipal Recycling Grant fund check was received from DEP, which was approximately $19,000.00. I will be meeting with DEP and Pat Calpin tomorrow to discuss the next Section 902 grant round for up to $350,000.00. We finally received a fully-executed Multimodal Transportation Fund Grant Agreement from PennDOT which makes us eligible for reimbursement expenses towards the Mervine Bridge Replacement project. The new wheel loader has been operating at Gaunt Road. The ice rink opened today and will remain open from 7:30 am to 9 pm daily as conditions permit. Ms. Shukaitis made a motion to **accept the Manager's Report.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Public Works Dept. Report: Douglas Walker's report stated they have completed cleaning up the debris from the last ice storm which was their main focus. The road crew is now working on tree trimming to prevent more debris from future storms. They are heading to Cherry Valley, specifically Cherry Canyon to trim out small saplings that tend to ice up and cause more trouble/damage when it hangs over the roads making it hard to pass. He is waiting for the OK to finish the cleanup at the School View Lane, Bezdzecki Property. And we are always working on Request for Action forms as the come in.

Police Report: Capt. Gasper reported retail thefts were high but it is not unusual for this time of year. One officer that was hired in the fall has completed the field training which is a good thing and another hire is set for the end of the month or some time in February. If there are any questions feel free to contact him.

Solicitor's Report: Mr. Weitzmann said he is happy to report he just received an order from Judge Zulick approving our stipulation regarding the Grant project and the Township can disperse the money from the fire escrow and that case can be closed out. Anything else I have is for executive session.

Engineer's Report: Mr. Eppley read from Mrs. Alker's report. She will be meeting on 1/28 with PennDOT, who is working with us to introduce DEP to the Route 447/Brushy Mountain Road intersection drainage project. The township and PennDot will receive MS4 credits. The rest of the items Mrs. Alker has in her report are ongoing SALDO projects.

Fire Department Report: Bill Unruh, Fire Chief, reported it was a busy year with calls being up. Total for last year was 478. Most recently was the fire in Cherry Valley, which required other departments to be called out. This is becoming more common. They are thinking about training together for this reason. He also reported the department is moving forward with the radio purchase even though they did not receive the grant. We will start with purchasing eleven P25 capable radios and the cost for those will be $45,822.00. The department received a memo from Control Center stating they will be deleting the old CAT System and if they needed any information, such as call volumes and specific dispatches, it must be requested June 2020. Mr. Unruh asked if there were any updates on the tax incentive our members. Mr. Eppley said he did receive a draft Ordinance from Mr. Weitzmann and communicated with Mr. Philips to meet again and come up with qualifying criteria and the other thing is to see how our tax revenue comes in after the new reassessment. Mr. Unruh also asked about updates on a standby generator for the Arlington Station. Mr. Eppley said he spoke with Congressman Cartwright's staff about getting a generator from Tobyhanna Army Depot. I found out about this program from the grant writer who suggested going this route.

Old Business: None From Prior Meeting Agendas

New Business:

1. **Ratify Signing Blue Ridge Cable Right-of-Way Agreement For Cable Service To Gaunt Road Facility.** Mr. Cramer moved to **ratify Signing Blue Ridge Cable Right-of-Way Agreement For Cable Service To Gaunt Road Facility.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

2. **Ratify Registering To Purchase 1500 Tons Of Sodium Chloride Road Salt Through Co-Stars Program For 2020-2021 Winter Season.** Ms. Shukaitis moved to **ratify Registering To Purchase 1500 Tons Of Sodium Chloride Road Salt Through Co-Stars Program For 2020-2021 Winter Season.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

3. **Authorize Release Of Road Cutting Permit Bond To Brodhead Creek Regional Authority In The Amount Of $200.00.** Mr. Cramer moved to **authorize Release Of Road Cutting Permit Bond To Brodhead Creek Regional Authority In The Amount Of $200.00.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

4. **Authorize Release Of Road Cutting Permit Bonds To UGI Gas Utilities In The Amount Of $1,000.00.** Ms. Shukaitis moved to **authorize Release Of Road Cutting Permit Bonds To UGI Gas Utilities In The Amount Of $1,000.00.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

5. **Approve Township's One-Third Share Of Cost For 2020 Joint Municipal Landfill Monitoring By RKR Hess, A Division Of UTRS, Not To Exceed $6,483.33 (Joint Total: $19,450.00) And Analytical Laboratory Services Not To Exceed $2,759.67 (Joint Total: $8,279.00).** Mr. Cramer moved to **approve Township's One-Third Share Of Cost For 2020 Joint Municipal Landfill Monitoring By RKR Hess, A Division Of UTRS, Not To Exceed $6,483.33 (Joint Total: $19,450.00) And Analytical Laboratory Services Not To Exceed $2,759.67 (Joint Total: $8,279.00).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

6. **Refer Draft Wellhead Protection Ordinance To Township And County Planning Commissions For Review And Recommendation; Set Hearing Date And Time.** Mr. Cramer moved to **table Draft Wellhead Protection Ordinance To Township And County Planning Commissions For Review And Recommendation until we hear back from Mrs. Alker.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

7. **Approve Purchase Of Atlas Lift For A Price Of $2,958.42 From Claude D. Cyphers, Inc. - Budget Line Item #430.260.** Ms. Shukaitis moved to **approve Purchase Of Atlas Lift For A Price Of $2,958.42 From Claude D. Cyphers, Inc. - Budget Line Item #430.260.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

8. **Approve Remittance Of Interest Earned On Real Estate Tax Collections To Monroe County Controller In The Amount Of $2,987.70 For 2019 As Instructed By Stroud Township Tax Collector.** Mr. Cramer moved to **approve Remittance Of Interest Earned On Real Estate Tax Collections To Monroe County Controller In The Amount Of $2,987.70 For 2019 As Instructed By Stroud Township Tax Collector.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

9. **Approve Transfer Of $500,000.00 LSA Grant Funds From General Fund To ESU Foundation For Creekview Turf Fields Improvments.** Ms. Shukaitis moved to **approve Transfer Of $500,000.00 LSA Grant Funds From General Fund To ESU Foundation For Creekview Turf Fields Improvments.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

10. **Accept Jennifer Shukaitis's Resignation From Township Planning Commission Effective 1-21-2020.** Mr. Cramer moved to **accept Jennifer Shukaitis's Resignation From Township Planning Commission Effective 1-21-2020.** Mrs. Wilkins seconded the motion. Mr. Cramer and Mrs. Wilkins voted aye, motion carried 2-0. Ms. Shukaitis abstained.

11. **Appoint Patrick Briegel To Township Planning Commission For A 4 Year Term Expiring 1-01-2024.** Ms. Shukaitis moved to **appoint Patrick Briegel To Township Planning Commission For A 4 Year Term Expiring 1-01-2024.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

12. **Authorize Reilly Associates To Obtain Proposals For Landscaping Buffer Maintenance Per Approved Plan At ForEvergreen Nature Preserve.** Ms. Shukaitis moved to **authorize Reilly Associates To Obtain Proposals For Landscaping Buffer Maintenance Per Approved Plan At ForEvergreen Nature Preserve.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

13. **Approve Proposal By Tri-State Traffic Data, Inc. In The Amount Of $1,000.00 For Directional Turning Movement Count At Route 447 & Brushy Mountain Road Intersection – Budget Line Item #436.400.** Mr. Cramer moved to **approve Proposal By Tri-State Traffic Data, Inc. In The Amount Of $1,000.00 For Directional Turning Movement Count At Route 447 & Brushy Mountain Road Intersection – Budget Line Item #436.400.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

14. **Approve Signing And Entering Into Agreement With SFM Consulting LLC For Building Code Inspection, Zoning And Code Enforcement Services.** Ms. Shukaitis moved to **approve Signing And Entering Into Agreement With SFM Consulting LLC For Building Code Inspection, Zoning And Code Enforcement Services.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

15. **Approve Use Of Meeting Room By Trinity Centennial Band At 6:30 PM In February (3, 10, 17), March (2, 9,16, 30), April (13, 20), May (4, 11, 25) And June (1, 8, 15, 29).** Mr. Cramer moved to **approve Use Of Meeting Room By Trinity Centennial Band At 6:30 PM In February (3, 10, 17), March (2, 9,16, 30), April (13, 20), May (4, 11, 25) And June (1, 8, 15, 29).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

16. **Ratify Advertising For Bids For Spring Clean-up From April 29 To May 2.** Ms. Shukaitis moved to **Ratify Advertising For Bids For Spring Clean-up From April 29 To May 2.** 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 7:32 P.M. to discuss litigation, real property and personnel matters.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **return to regular session 8:26 P.M.** Mrs. Wilkins seconded the motion. All voted aye, motion carried 3-0. Mrs. Wilkins said that the Board discussed personnel and litigation matters in executive session and she asked if there were any motions to come before the Board Mr. Cramer made a motion to approve Stewart Marsh as a Season Snow Plow Driver for the storm event on 1/18/2020 at $30/hour, and as of 1/21/2020 as a full time Road Department employee at the previously approved employment offer. Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

There being no further business, Mr. Cramer **made a motion to adjourn the meeting at 8:28 P.M.** Ms. Shukaitis seconded the motion. All voted voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary