TOWNSHIP OF STROUD

BOARD OF SUPERVISORS

MEETING MINUTES

REGULAR MEETING, November 16, 2021, 7:00 P.M.

The Regular Meeting of the Stroud Township Board of Supervisors was called to order by Chairwoman & Secretary, Christine A. Wilkins at 7:00 P.M. and was conducted for an in-person meeting of the Board. Also attending were Vice Chairwoman & Ass't Secretary, Jennifer Shukaitis; Supervisor/Ass't Treasurer Edward C. Cramer; Township Manager, Daryl A. Eppley; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Mrs. Wilkins began the meeting with the Pledge of Allegiance.

Public Comments: (Non-Agenda Items) There were no public comments.

Approve Regular Meeting Minutes: November 1, 2021. Ms. Shukaitis made a motion to **approve Regular Meeting Minutes: November 1, 2021.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Workshop Meeting Minutes: November 8, 2021. Mr. Cramer made a motion to **approve Workshop Meeting Minutes: November 8, 2021.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Workshop Meeting Minutes: November 10, 2021. Ms. Shukaitis made a motion to **approve Workshop Meeting Minutes: November 10, 2021.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment Of Bills: General Fund: $69,993.92 (Changed from $67,079.11 on 11-16-21). Mr. Cramer made a motion to **approve Payment Of Bills: General Fund: $69,993.92.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Payment Of Bills: Golf Course Fund: $6,693.18. Ms. Shukaitis made a motion to **approve Payment Of Bills: Golf Course Fund): $6,693.18.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Final Payment of Loan: Stroudsburg Borough- SARPD Building: $94,513.85 (General Fund). Mr. Cramer made a motion to **approve Final Payment of Loan: Stroudsburg Borough- SARPD Building: $94,513.85 (General Fund).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Loan: Wayne Bank – G.O. Bond 2011: $20,848.80 (EIT Open Space Fund). Ms. Shukaitis made a motion to **approve Payment of Loan: Wayne Bank – G.O. Bond 2011: $20,848.80 (EIT Open Space Fund).** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment For Lease: Pinebrook Park Annual Lease Payment: $2,500.00 (EIT Open Space Fund). Mr. Cramer made a motion to **approve Payment For Lease: Pinebrook Park Annual Lease Payment: $2,500.00 (EIT Open Space Fund.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Treasurer's Report: Month of October, 2021. Mr. Eppley read the report aloud. Ms. Shukaitis made a motion to **approve the Treasurer's Report: Month of October, 2021.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Manager's Report: Mr. Eppley reported contract documents have been finalized with Pioneer Construction for the replacement of the Mervine Road bridge. The asbestos inspector completed his report for the Penn Hills site, there could be less than $10,000 of asbestos material to be disposed of. He was in contact with Mike Muffley, P.E. of Hanover Engineering about proposal for engineering services to repair the Pocono Creek pedestrian bridge. The insurance company has not made a determination of the claim. The county's 2021 Hazard Mitigation Plan is pending approval from FEMA. Our resolution adoption tonight will help make that approval happen. A multi-modal grant application was submitted to PennDOT for the replacement of the Lessig Lane bridge. A draft HSPS Comprehensive Plan Update is expected this week. A review of the 2022 budget for the golf course will be next week with Golf Pro and Superintendent. All three municipalities have approved the 2022 SARPD budget.

Public Works Dept. Report: Mr. Eppley read from Douglas Walker's report, the main focus has been leaves and we are still working on our second scheduled runs and will continue until the first threat of snow. The leaf bins were cleared out at Penn Estates and Blue Mountain Lake Estates. The parks are being prepped for the winter season.

All of our trucks have been prepped and ready for the winter season, except for the five leaf trucks. We are always working hard on the "Request for Action" forms as they come in.

Police Report: The Board acknowledged receipt of the monthly report. There weren't any questions for Officer Sampere who was representing the department at the meeting.

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

Engineer's Report: Mr. Eppley read from Mrs. Alker's report. She attended October 21st PSATS engineer's seminar and found the MS4 portion of the seminar most useful. MCPC provided a copy of the Draft Official Map and it was forwarded to the Supervisors and Township Manager. We are still waiting to hear back from Senator Scavello's office on the Brushy Mountain Road & Rt. 447 Drainage funding. MCCD issued an inspection report noting a violation for PennDOT's failure to obtain a PADEP Chapter 105 permit prior to dredging the watercourse. She has been attending the Technical Committee meetings with MCCD regarding the update to the Brodhead/McMichaels Creek Act 167 Plan. There is nothing new to report on the Act 537 Sewage Plan. She is still working on ongoing SALDO projects.

Fire Department Report: Mr. Swope, Mr. Unruh and Mr. McCartney attended tonight's meeting representing the fire department. A monthly report was submitted to the Board with an attachment of their interest in a new tanker. There was a discussion on Penn Estates, PA American Water and hydrants issues. They are ready to go with the annual tree sales. Mr. Unruh asked is the township could look into the dusk to dawn lights at the Lowes intersection.

Old Business:

1. **Fremount Minor Subdivision Plan – Planning Commission Recommendation – Action Deadline: 12/31/2021.** Scott Policelli, P.E. attended on behalf of the applicant. Mr. Cramer made a motion to **table per applicant's request**. Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
2. **Thomas & Janice McKeown – Stream Buffer Waiver Request – Tanite Road Property.** Ms. Shukaitis made a motion to **table per applicant's request**. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
3. **Planning Commission Recommendation - Buccino Petition For Zoning Map Amendment Changing 1444 & 1450 N. Ninth Street From C-4 To C-2.** Mr. Cramer made a motion to **table and schedule a workshop for further discission**. Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

New Business:

1. **Approve 2022 Stroud Region Open Space And Recreation Commission Budget In The Amount Of $396,008.00 Including Township Appropriation Of $106,536.00, Greenway Contribution Of $4,869.00, Parks Stewardship Contribution Of $35,000.00 And Rental And Use Fees Collected By S.R.O.S.R.C. In The Amount Of $250.00.** Mr. Cramer made a motion to **approve 2022 Stroud Region Open Space And Recreation Commission Budget In The Amount Of $396,008.00 Including Township Appropriation Of $106,536.00, Greenway Contribution Of $4,869.00, Parks Stewardship Contribution Of $35,000.00 And Rental And Use Fees Collected By S.R.O.S.R.C. In The Amount Of $250.00.** Mrs. Wilkins seconded the motion. Ms. Shukaitis abstained, motion carried 2-0.
2. **Appoint Successor Auditor To Position Vacated By Anne Fetherman, Fulfilling The Remaining Term Expiring January 1, 2024.** Mr. Eppley said there were three letters of interest received. Mr. Cramer made a motion to **appoint Jerry Robertson to fulfill the unexpired term of Anne Featherman**. Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Scheduling, And Advertising For, Hearing For Inter-Municipal Liquor License Transfer Application By Stroud 611, LLC/Matador Cigars.** Mr. Cramer made a motion to **authorize Township Manager and Solicitor to work with the applicant to come up with workshop dates**. Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.
4. **Adopt Resolution No. 2021-39 Adopting Monroe County 2021 Hazard Mitigation Plan Update.** Ms. Shukaitis made a motion to **adopt Resolution No. 2021-39 Adopting Monroe County 2021 Hazard Mitigation Plan Update**. Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.
5. **Approve Final Security Release Request #2 In The Amount Of $45,662.00 For Stroud Real Estate Professional Office Building Land Development Plan Per Recommendation Of Township Staff Engineer.** Mr. Cramer made a motion to **approve Final Security Release Request #2 In The Amount Of $45,662.00 For Stroud Real Estate Professional Office Building Land Development Plan Per Recommendation Of Township Staff Engineer.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

6. **Approve Signing Professional Services Agreement For Construction Administration & Observation With RKR Hess For Mervine Road Bridge Replacement Project For Estimated Cost Of $26,000 To $30,000 Plus Reimbursable Expenses – Budget Line Item #438.314.** Ms. Shukaitis made a motion to **approve Signing Professional Services Agreement For Construction Administration & Observation With RKR Hess For Mervine Road Bridge Replacement Project For Estimated Cost Of $26,000 To $30,000 Plus Reimbursable Expenses – Budget Line Item #438.314.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

7. **Approve Partial Payment In The Amount Of $6,600.00 Towards $13,200.00 Fee For Completion Of Asbestos Survey By Mountain Environmental & Radon Services At Former Penn Hills Site – Payable From American Rescue Plan Fund Account/Lost Revenue Allocation.** Mr. Cramer made a motion to **approve Partial Payment In The Amount Of $6,600.00 Towards $13,200.00 Fee For Completion Of Asbestos Survey By Mountain Environmental & Radon Services At Former Penn Hills Site – Payable From American Rescue Plan Fund Account/Lost Revenue Allocation.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

8. **Approve System Support And Installation Contract For 25 Hours With Access Office Technologies In The Amount Of $2,875.00 – Payable From Budget Line Item #454.790.** Ms. Shukaitis made a motion to **approve System Support And Installation Contract For 25 Hours With Access Office Technologies In The Amount Of $2,875.00 – Payable From Budget Line Item #454.790.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

9. **Approve Payment Of $5,000 From Glen Brook Golf Course Account To Township General Fund Towards Principal And Interest Of 2014 Note Payable To Township – Glen Brook Budget Line Item #471.001.** Mr. Cramer made a motion to **approve Payment Of $5,000 From Glen Brook Golf Course Account To Township General Fund Towards Principal And Interest Of 2014 Note Payable To Township – Glen Brook Budget Line Item #471.001.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

10. **Present 2022 Township Annual Budget In The Amount Of $11,591,219.00 For Public Review And Authorize Advertising For Its Adoption On December 21, 2021.** Ms. Shukaitis made a motion to **approve presenting 2022 Township Annual Budget In The Amount Of $11,591,219.00 For Public Review And Authorize Advertising For Its Adoption On December 21, 2021.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

11. **Open Golf Cart Bids.** Mr.Weitzmann opened and read the one bid that was received by Golf Cart Specialties, LLC. Mr. Cramer made a motion to **table the bid for further review by Township Manager, Township Solicitor and Golf Pro.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0.

Executive Session: Mr. Cramer made a motion to **go into executive session at 8:03 P.M. to discuss litigation, real property, personnel and security matters.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 3-0. Mr. Cramer made a motion to **return to regular session at 8:31 P.M.** Ms. Shukaitis 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. There were no motions.

There being no further business, Ms. Shukiatis made a motion to **adjourn the meeting at 8:32 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary