TOWNSHIP OF STROUD

BOARD OF SUPERVISORS

MEETING MINUTES

February 6, 2024, 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, Daryl A. Eppley; Township Engineer, Chris McDermott, P.E., of 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: January 16, 2024. Mr. Cramer made a motion to **approve Regular Meeting Minutes: January 16, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Special Meeting Minutes: January 23, 2024. Ms. Lyons made a motion to **approve Special Meeting Minutes: January 23, 2024.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: General Fund: $73,177.64. Mr. Cramer made a motion to **approve Payment of Bills: General Fund: $73,177.64.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Approve Payment of Bills: Golf Course Fund: $3,850.27. Ms. Lyons made a motion to **approve Payment of Bills: Golf Course Fund: $3,850.27.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

Old Business:

1. **Suburban Realty, L.P.: Wawa/Chipotle Land Development Plan – 1575 & 1581 N. Ninth St. - SALDO #2022-04; Planning Commission Recommendation; Action Deadline: February 21, 2024.** Tony Columbo, Suburban Realty, L.P. attended the meeting to update the board on progress of Wawa/Chipotle Land Development Plan. Mr. Cramer made a motion to **table Suburban Realty, L.P.: Wawa/Chipotle Land Development Plan – 1575 & 1581 N. Ninth St. - SALDO #2022-04 requested by the applicant until February 20, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. **Chick-fil-A Land Development Plan – 115 Plaza 611 Lane - SALDO #2023-08; Planning Commission Recommendation; Action Deadline: March 5, 2024.** Santiago Uribe, PE and Gideon Lee attended the meeting to discuss the plan with the board and Mr. McDermott and to update the board on the progress of the revised plan. Mr. Cramer made a motion to **table Chick-fil-A Land Development Plan – 115 Plaza 611 Lane - SALDO #2023-08 until meeting on 3/5/2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

New Business:

1. **Home Depot Land Development Plan, 150 Pocono Commons Drive –SALDO #2023-09 - Planning Commission Recommendation; Action Deadline: March 19, 2024.** Mr. Cramer made a motion to **table Home Depot Land Development Plan, 150 Pocono Commons Drive –SALDO #2023-09 at applicant's request until March 19, 2024.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
2. **Open Spring Cleanup Bids; Take Action If In Order.** Mr. Weiztmann opened and read the four bids**.** Mr. Cramer made a motion to **table for further review by Township Solicitor and Manager until next meeting, 2/20/2024**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.
3. **Approve Signing and Entering Into Local Share Account Cooperation and Funding Procedures Agreement with Forte, Inc. Trading As Stroudsmoor Country Inn.** Mr. Cramer made a motion to **approve Signing and Entering Into Local Share Account Cooperation and Funding Procedures Agreement with Forte, Inc. Trading As Stroudsmoor Country Inn.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

4. **Approve Signing Reimbursement Payment Request No. 1 For Local Share Account Grant Funds In The Amount of $182,612.22, As Prepared By Reilly Associates, Engineer For Forte, Inc., For Sewer Extension Project.** Ms. Lyons made a motion to **approve Signing Reimbursement Payment Request No. 1 For Local Share Account Grant Funds In The Amount of $182,612.22, As Prepared By Reilly Associates, Engineer For Forte, Inc., For Sewer Extension Project.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

5. **Appoint RKR Hess As Alternate Engineer For The Stroud Township Sewer Authority.** Mr. Cramer made a motion to **appoint RKR Hess As Alternate Engineer For The Stroud Township Sewer Authority.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

6. **Approve Partial Payment of $1,326.79 To RKR Hess For Engineering Services and Reimbursable Costs Towards Mervine Road Bridge Replacement For Period Ending 12/29/23 - Budget Line Item #438.453.** Ms. Lyons made a motion to **approve Partial Payment of $1,326.79 To RKR Hess For Engineering Services and Reimbursable Costs Towards Mervine Road Bridge Replacement For Period Ending 12/29/23 - Budget Line Item #438.453.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

7. **Approve Signing and Entering Into Federal Lands Access Program Reimbursement Grant Agreement With The Commonwealth of PA For $143,750.00 of Preliminary Engineering Costs (80% Federal; 20% Township) For Croasdale Road Bridge Replacement Project.** Mr. Cramer made a motion to **approve Signing and Entering Into Federal Lands Access Program Reimbursement Grant Agreement With The Commonwealth of PA For $143,750.00 of Preliminary Engineering Costs (80% Federal; 20% Township) For Croasdale Road Bridge Replacement Project.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

8. **Approve Submitting For 1500 Tons of Sodium Chloride Road Salt From CoStars and 1,000 Tons of Enhanced De-icing Salt For Bid By Council of Governments For 2024-2025 Winter Season.** Ms. Lyons made a motion to **approve Submitting For 1500 Tons of Sodium Chloride Road Salt From CoStars and 1,000 Tons of Enhanced De-icing Salt For Bid By Council of Governments For 2024-2025 Winter Season.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

9. **Adopt Resolution No. 2024-32 Regarding 2024 Regulations and Fee Schedules For Gaunt Road Facility.** Mr. Cramer made a motion to **adopt Resolution No. 2024-32 Regarding 2024 Regulations and Fee Schedules For Gaunt Road Facility.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

10. **Ratify Signing DCED Grant Contract Disbursement of $10,000.00 Towards Dog Park to General Fund.** Ms. Lyons made a motion to **ratify Signing DCED Grant Contract Disbursement of $10,000.00 Towards Dog Park to General Fund.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

11. **Approve Payment of $10,960.00 To B.F. Environmental Consulting, Inc. For Professional Geologist and Soil Scientist Services Related To Public Sewer Service Expansion Out Business Route 209 - Payable From American Rescue Plan Fund.** Mr. Cramer made a motion to **approve Payment of $10,960.00 To B.F. Environmental Consulting, Inc. For Professional Geologist and Soil Scientist Services Related To Public Sewer Service Expansion Out Business Route 209 - Payable From American Rescue Plan Fund.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

12. **Approve Sending Support Letter To The Secretary of the Interior For The Renaming of Sambo Creek.** Ms. Lyons made a motion to **approve Sending Support Letter To The Secretary of the Interior For The Renaming of Sambo Creek.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

13. **Approve Scheduling BCRA's Annual Municipal/Utility Coordination Meeting In Municipal Meeting Room On February 23, 8:30 AM to 12:00 PM.** Mr. Cramer made a motion to **approve Scheduling BCRA's Annual Municipal/Utility Coordination Meeting In Municipal Meeting Room On February 23, 8:30 AM to 12:00 PM.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

14. **Approve Proposal By Access Office Technologies In The Amount of $11,887.00 For 5 Computers, 2 Monitors and 2 Memory Modules Under CoStars Contract, 5 Microsoft Software Programs and 25 Hours of Contracted Services – Budget Line Items #407.740 & #407.452.** Ms. Lyons made a motion to **approve Proposal By Access Office Technologies In The Amount of $11,887.00 For 5 Computers, 2 Monitors and 2 Memory Modules Under CoStars Contract, 5 Microsoft Software Programs and 25 Hours of Contracted Services – Budget Line Items #407.740 & #407.452.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

15. **Approve Granting Waiver Request From Stormwater Ordinance Buffer Regulations For 1409 Cherry Lane Road Where No House Footprint Expansion Will Be Constructed Under Guidance By Township Solicitor.** Mr. Cramer made a motion to **approve Granting Waiver Request From Stormwater Ordinance Buffer Regulations For 1409 Cherry Lane Road Where No House Footprint Expansion Will Be Constructed Under Guidance By Township Solicitor.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

16. **Approve Proposal by Collinson, Inc. In The Amount of $12,575.00 To Replace 350 Feet of Guide Rail and Posts on Hickory Valley Road - Budget Line Item #438.450.** Ms. Lyons made a motion to **approve Proposal by Collinson, Inc. In The Amount of $12,575.00 To Replace 350 Feet of Guide Rail and Posts on Hickory Valley Road - Budget Line Item #438.450.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

17. **Approve David Van Why's Attendance at Disaster Management Training In February, April, May and June, For Up To 8 Workdays, Being Held At Northampton County Emergency Management Agency; No Overtime or Travel Expense.** Mr. Cramer made a motion to **approve David Van Why's Attendance at Disaster Management Training In February, April, May and June, For Up To 8 Workdays, Being Held At Northampton County Emergency Management Agency; No Overtime or Travel Expense.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

18. **Authorize Reilly Associates To Prepare Proposal For Study of: 1) Stop Sign on Powerhouse Lane at Appenzeller Avenue, 2) One-Way on Appenzeller Avenue at Powerhouse Lane, and 3) Redesigning Intersection at Appenzeller Avenue & N. Fifth Street.** Ms. Lyons made a motion to **authorize Reilly Associates To Prepare Proposal For Study of: 1) Stop Sign on Powerhouse Lane at Appenzeller Avenue, 2) One-Way on Appenzeller Avenue at Powerhouse Lane, and 3) Redesigning Intersection at Appenzeller Avenue & N. Fifth Street.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

19. **Approve Signing Toro Stormwater Management Agreement Upon Receipt of Township Engineer's Recommendation Letter and Satisfaction of All Conditions Pertaining To Signing.** Mr. Cramer made a motion to **approve Signing Toro Stormwater Management Agreement Upon Receipt of Township Engineer's Recommendation Letter and Satisfaction of All Conditions Pertaining To Signing.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

20. **Approve Contribution of $1,000.00 To Monroe County Historical Association – Budget Line Item #460.004.** Ms. Lyons made a motion to **approve Contribution of $1,000.00 To Monroe County Historical Association – Budget Line Item #460.004.** Mr. Cramer seconded the motion. All voted aye, motion carried 3-0.

21. **Acknowledge Applications To PA State Veterans' Commission For Real Estate Tax Exemption By Lairtoya McNealy, 94 Estate Drive, and Matthew Kramer, 132 Pasquin Drive.** Both acknowledged.

22. **Discuss Proposals For Township Planning Administration Services; Take Action If In Order.** Mr. Cramer said there were two proposals for review, Keystone Consulting Engineers LLC and Barry Isett and Associates, Inc. He noted both would be qualified for the position, the only difference was their hourly charge, which was a significant difference. Mr. Cramer made a motion to **appoint Keystone Consulting Engineering LLC as 3rd party Township Planning Administrator. Conditioned upon receipt of professional contract**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

23. **Discuss Zoning Ordinance Amendment For Family Care Home and Similar Uses In Residential Districts; Take Action If In Order.** Mr. Weitzmann recommended this to be discussed in Executive Session. All agreed.

Executive Session: Ms. Lyons made a motion to **go into executive session at 8:03 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 8:27 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 **approve a .25 cent an hour increase to Dalton Cramer (no relation) for his 6 month review retroactive to 1/29/2024 pay period**. Ms. Lyons seconded the motion. All voted

aye, motion carried 3-0. Mr. Cramer made a motion to **authorize a second appraisal on a certain property located in the Cherry Valley Area for possible acquisition**. Ms. Lyons seconded the motion. All voted aye, motion carried 3-0. Ms. Lyons made a motion to **approve the contract of Daryl Eppley, Township Manager and authorize payout of 307 hours of compensatory time subject to review of calculations**. Mr. Cramer 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 8:29 P.M.** Ms. Lyons seconded the motion. All voted aye, motion carried 3-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary