

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
SEPTEMBER 2, 2020

A Work Session of the Smithfield Township Board of Supervisors was held on September 2, 2020, at the Smithfield Township Municipal Center, at 1155 Red Fox Rd, East Stroudsburg, PA 18301, and via Zoom due to the COVID-19 pandemic.

Present are Supervisors Brian Barrett, Robert Lovenheim, Jacob Pride, and Officer Manager Julia Heilakka. Also present are Suzell Sayer-Kent and Tiffany Kulpowicz of First National Bank.

1. Chair Brian Barrett calls the meeting to order at 4:02PM. A quorum is present.
2. Minutes
 - a. Jacob Pride motions to approve the minutes of the August 26, 2020 Work Session, Brian Barrett seconds. Vote: all in favor; motion carries.
3. Public Comments on the Agenda – none.
4. New Business
 - a. Suzell Sayer-Kent – First National Bank. [See 4.g]
 - b. Discuss Open Space Review Board. Julia Heilakka states she has not yet gotten ahold of Louis Troutman and asks that this item be tabled.
 - c. Motion to approve the proposal submitted by Barry Isett & Associates Re: Wellness Park Phase 1 Improvements in the amount of \$30,500.00. Brian Barrett motions to approve the proposal in the amount of \$30,500, Robert Lovenheim seconds. Vote: all in favor; motion carries.
 - d. Motion to approve & authorize signatures on the Bank Resolution of a new Government Municipalities Money Market Account with First National Bank. [See 4.h]
 - e. Motion to approve payment of Confidential Investigations Invoice for the additional amount of \$2,217.00. (The original amount of \$2,000.00 was approved at the August 26, 2020 Work Session making the total invoice \$4,217.00). Brian Barrett motions to approve, Robert Lovenheim seconds. Vote: all in favor; motion carries.
 - f. Motion to approve payment to Scantek in the amount of \$750.00 for Professional Services for Schryer Litigation. Jacob Pride states this bill is for assistance with the Schryver case, and Scantek will charge the Township \$125 per hour moving forward. Jacob Pride motions to approve the payment, Brian Barrett seconds. Vote: all in favor; motion carries.

- g. [Item A] Suzell Sayer-Kent – RE: First National Bank. Tiffany Kulpowicz presents an outline of information related to banking services and fees, and states the accounts are fully collateralized. Suzell Sayer-Kent overviews the services provided by the bank, including remote capture, electronic resources, preferred interest checking, online banking, and electronic signatures and payment. To create a breakeven point for service fees and interest, they would need more account information.

The Board discusses different accounts and where they are based. Suzell Sayer-Kent discusses the branch covering the initial cost of opening an account and keeping cash deposits at a bank that is closer.

- h. [Item D] Bank Resolution of a Government Municipalities Money Market Account. Suzell Sayer-Kent asks the status of the township’s decision to purchase the Marshalls Falls property. To apply for a loan, the township and bank must have a relationship. The minimum for the money market account is \$5,000 at .60%. The Board can act on this now. Robert Lovenheim motions to approve and authorize signing of the bank resolution for a new government municipalities money market account with First National Bank, Jacob Pride seconds. Vote: all in favor; motion carries.

5. Bills to Be Paid

- a. Brian Barrett motions to approve bills in the amount of \$56,417.67, Jacob Pride seconds. Vote: all in favor; motion carries.

6. Public Comment – none.

7. Announcements

- a. The Board held an Executive Session on September 2, 2020 from 3:36PM – 3:56PM to discuss the terms and conditions of employment at Smithfield Township and strategies related to union negotiations.

8. Brian Barrett motions to adjourn, Robert Lovenheim seconds: meeting adjourned at 4:41PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:

Brian Barrett, Secretary