

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
AUGUST 5, 2020

A Work Session of the Smithfield Township Board of Supervisors was held on August 5, 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, and Jacob Pride. Also present are Solicitor Ronold Karasek and Office Manager Julia Heilakka

1. Chair Brian Barrett calls the meeting to order at 4:00PM. A quorum is present.
2. Minutes
 - a. Jacob Pride motions to approve the minutes from the July 28, 2020 Regular Meeting, Robert Lovenheim seconds. Vote: all in favor; motion carries.
3. Public Comments on the Agenda – none.
4. New Business
 - a. St. Paul’s Lutheran Church of Smithfield – RE: SALDO Waiver Request. Jacob Pride excuses himself due to a conflict of interest. Robert Lovenheim motions to grant the waiver on the condition that the church follow through with the lot joinder for the remaining properties per the November 1997 plan, Brian Barrett seconds. Vote: Brian Barrett in favor, Robert Lovenheim in favor, Jacob Pride abstains; motion carries.
 - b. Planning Commission Member Terms. [Discussed at Item e]
 - c. Resolution No. 448 RE: Airstrip Road, LLC Joinder Deed. Ron Karasek states this is the consolidation of the lot where Vigon will put their building; the merger deed is in order. Brian Barrett motions to approve the lot joinder conditionally, subject to the approval of Jon Tresslar, Robert Lovenheim seconds. Vote: all in favor; motion carries.
 - d. Approve transfer of \$10,000 from the General Fund to the Park Fund for Operating Expenses. Jacob Pride motions to approve the transfer, Brian Barrett seconds. Vote: all in favor; motion carries.
5. Bills to be Paid – General Fund \$44,289.31, Park Fund \$6,209.32, Highway Fund \$6,516.45, for a total of \$57,015.08. Brian Barrett motions to pay the bills, Robert Lovenheim seconds. Vote: all in favor; motion carries.
6. Return to New Business

- a. [Item B] Planning Commission (PC) Member Terms. Julia Heilakka states all Planning Commission members are serving on expired terms. Per the township solicitor and PSATS, the Board should stagger the terms and revisit appointments every year at the reorganization meeting. The Board discusses vacancies and possibly reducing the PC to five members if there is no interest. Douglas Schryver agrees with the idea of reappointing at the Reorganization Meeting. Jacob Pride motions to table the appointments for two work sessions, Brian Barrett seconds. The Board decides to put an ad in the local paper. Ron Karasek makes the Board aware the Planning Commission will meet while the appointments are tabled. Vote: all in favor; motion carries.
- b. Announcement – The Board held an Executive Session on August 5, 2020 from 3:07PM to 3:25PM to discuss the potential training and certification of one of our employees.
- c. Sewage Enforcement Officer (SEO) Discussion. Brian Barrett states that Ken Wolfe is willing to serve as the township’s SEO. Brian Barrett motions to recommend Zoning Officer Ken Wolfe prepare to attend PSATS SEO Training for approximately \$800, and all associated expenses will be reimbursed, Jacob Pride seconds. Vote: all in favor; motion carries.

The Board publicly thanks Dave Manter for assisting Smithfield Township.

7. Public Comment

- a. Ron Karasek needs an Executive Session for personnel and real estate matters.
8. Jacob Pride motions to adjourn; Robert Lovenheim seconds. Vote: all in favor; meeting adjourned at 4:28PM. The Board enters Executive Session.
 9. Robert Lovenheim motions to reopen the meeting, Jacob Pride seconds. Vote: all in favor; motion carries; meeting reopened.
 - a. Robert Lovenheim motions to engage a second fair market appraisal of 274 Marshalls Creek Rd to determine the fair market value and condition of blight of house at a price not to exceed \$2,000, Jacob Pride seconds Vote: all in favor; motion carries.
 - b. Ron Karasek states there is no action for personnel, and announces the Board held an Executive Session from 4:28PM – 5:03PM for matters of personnel and real estate.

10. Public Comment

- a. Judy Moeller asks why the Board is purchasing 274 Marshalls Creek Rd. Robert Lovenheim explains there are two grants for Marshalls Falls from 2017. The agreement to acquire a parking lot from the Scott brothers fell through. We tried to build a small parking lot nearby, but encountered problems because of the driveway at 274 Marshalls

Creek Rd. The Board decided to buy the house, tear it down, and use that property as a parking lot for Marshalls Falls.

Robert Lovenheim sates PennDOT cancelled a \$750,000 grant due to inaction. We are concerned that we will lose the grants for the park if we do not act. The grants will cover development of the parks but not property acquisition. We are hoping to finance the house to retain capital because of the pandemic.

11. Jacob Pride motions to adjourn, Robert Lovenheim seconds. Vote: all in favor; motion carries.

Minutes recorded by Julia Heilakka

Respectfully submitted:

Brian Barrett, Secretary