

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
OCTOBER 27, 2020

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on October 27, 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 via Zoom (leaves at 7:18PM), Robert Lovenheim, Jacob Pride, and Office Manager Julia Heilakka.

1. Chair Brian Barrett calls the meeting to order at 7:10PM. A quorum is present.
2. Minutes
 - a. Brian Barrett motions to approve the minutes of the October 14, 2020 Budget Work Session, the October 21, 2020 Budget Work Session, and the October 21, 2020 Work Session, Robert Lovenheim seconds. Vote: all in favor; minutes accepted.
3. New Business
 - a. Motion to approve for the Roadmaster to pursue the purchase of an Asphalt Paver not to exceed \$45,000.00. Jacob Pride motions to approve the purchase, Robert Lovenheim seconds. Vote: all in favor; motion carries.
 - b. St Paul's Lutheran Church of Smithfield – Waiver Request. Julia Heilakka states the church is asking for permission to sell the property and then complete the lot joinder. Brian Barrett motions to approve, Robert Lovenheim seconds. Vote: Brian Barrett and Robert Lovenheim in favor, Jacob Pride abstains; motion carries.
 - c. Motion to approve and adopt Resolution No. 454 – Amend the Non-Uniform Pension Plan Administered by the Pennsylvania Municipal Retirement System. Jacob Pride motions to approve Resolution 454, Robert Lovenheim seconds. Vote: all in favor; motion carries.
 - d. Motion to Adopt the Pennsylvania Municipal Retirement System Cash Balance Plan and Authorize the Chairman/Administrator to sign the Plan. Robert Lovenheim motions to adopt the plan and authorize signing, Brian Barrett seconds. Vote: all in favor; motion carries.
 - e. Motion to approve and adopt Resolution No. 455 – Amending the Quarterly amount of Municipal Contribution for the 4th quarter of 2020 for the Non-Uniform Administered by the Pennsylvania Municipal Retirement System. Jacob Pride motions to adopt Resolution No. 455, Brian Barrett seconds. Vote: all in favor; motion carries.

- f. Motion to approve the Invoice for additional monies received from State Aid in the amount of \$6,115.85. (Smithfield township Employee Pension Contribution for 2020). The meeting is disrupted at 7:18PM by a Zoom hack, and Brian Barrett leaves at approximately 7:18PM. The meeting resumes at 7:23PM, Robert Lovenheim motions to approve the invoice, Jacob Pride seconds. Vote: all in favor; motion carries.
- g. Motion to approve and adopt Resolution No. 456 – PA Records Retention. Robert Lovenheim motions to adopt Resolution No. 456, Jacob Pride seconds. Vote: all in favor; motion carries.
- h. Motion to ratify the transfer of \$80,000.00 from the General Fund to PLGIT State Fund Account for Operating Expenses. Jacob Pride motions to approve the transfer, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- i. Motion to approve and pay H & K Group, Inc. – Invoice in the amount of \$189,030.43 – Re: Totts Gap Road Paving Contract. Jacob Pride motions to approve and pay the invoice, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- j. Motion to approve Pocono Property Abstract, Inc. Closing Cost Statement in the amount of \$8,241.61 for property located at 274 Marshalls Creek Road. Robert Lovenheim motions to approve, Jacob Pride seconds. Vote: all in favor; motion carries.
- k. Motion to approve Anthony & Diane Migliaccio Invoice in the amount of \$10,000.00. Robert Lovenheim states this covers vacating, moving, and relocation costs. Robert Lovenheim motions to approve, Jacob Pride seconds. Jacob Pride asks if they have provided receipts. Julia Heilakka states the solicitor recommends putting the money in escrow and reimbursing costs after the township receives detailed bills. The Board discusses financing, reimbursement, the status of the Migliaccios and their property, and concerns over the ability to close on time. Robert Lovenheim amends his motion to approve the Migliaccio’s invoice in the amount of \$10,000 covering vacating, moving, and relocation to include a provision that within two weeks the township will receive details of expenditures incurred and other backup information as needed, Jacob Pride seconds. Vote: all in favor; motion carries.
- l. Motion to refer to the Draft Signage Ordinance Revisions. Robert Lovenheim motions to refer the draft signage ordinance for revisions to Boucher & James. The Board discusses another joint meeting with the Planning Commission. Robert Lovenheim motions to refer the draft, Jacob Pride seconds. Vote: all in favor; motion carries.

4. Bills to be Paid

- a. Robert Lovenheim states the bills to be paid are General Fund - \$72,339.30, Park Fund – 935.60, and Highway Fund - \$6,379.74, for a total of \$79,654.64. Jacob Pride motions to pay the bills at \$79,654.64, Robert Lovenheim seconds. Vote: all in favor; motion carries.

5. Public Comment – none.

6. Jacob Pride motions to adjourn, Robert Lovenheim seconds; meeting adjourned at 7:41PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:

Brian Barrett, Secretary