

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
DECEMBER 22, 2020

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A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on December 22, 2020, at the Smithfield Township Municipal Center, at 1155 Red Fox Rd, East Stroudsburg, PA 18301, and via Zoom.

Present are Supervisors Brian Barrett (via phone), Robert Lovenheim (via phone), Jacob Pride, Engineer Jon Tresslar, and Office Manager Julia Heilakka.

1. Chair Brian Barrett calls the meeting to order at 7:02PM. A quorum is present.
2. Minutes
  - a. Robert Lovenheim motions to approve the minutes of the December 9, 2020 Work Session, Brian Barrett seconds. Vote: all in favor; minutes accepted.
3. Public Comment – none.
4. Public Hearings – none.
5. Plans to Act on – none.
6. New Business
  - a. Motion to adopt Resolution No. 458 – RE: 2021 Fiscal Year Annual Budget. [See item c]
  - b. Motion to adopt Resolution No. 459 – Re: 2021 Fiscal Year Taxation. [See item c]
  - c. Motion to adopt Resolution No. 460 – RE: 2020 Budget Revisions. Brian Barrett motions to approve Resolutions No. 458, 459, and 460, Robert Lovenheim seconds. Vote: all in favor; motion carries. The Board states the budget passed with no tax increase and investments in parks and infrastructure.
  - d. Motion to reimburse State Fund from the General Fund in the amount of \$3,801.28 bill paid in error from State Funds. Brian Barrett motions to approve reimbursing \$3,801.28 to the State Fund, Jacob Pride seconds. Vote; all in favor; motion carries.
  - e. Motion to ratify a check in the amount of \$100.00 to open a new account at ESSA Bank Re: DCNR Wellness Park Phase II Grant. The Board discusses opening the new bank account and the DCNR grant. Robert Lovenheim motions to approve the check, Brian Barrett seconds. Vote: all in favor; motion carries.
  - f. Motion to ratify ordering two (2) handmade Christmas Wreaths from the Municipal Center at a cost not to exceed \$100.00. Brian Barrett states the cost was \$80. Jacob Pride motions to ratify the purchase, Brian Barrett seconds. Vote: all in favor; motion carries.

- g. Motion to ratify bills paid December 16, 2020 from the General Fund \$75,414.98 and Highway Fund \$1,177.47 for a total of \$76,592.45. Brian Barrett motions to ratify bills paid, Jacob Pride seconds. Vote: all in favor; motion carries.
  - h. Discuss proposals received from Kirk, Summa & Co., Riley & Company, Inc. Re: 2020 Annual Township Audit. Jacob Pride motions to table items h, i, and j until the reorganization meeting, Robert Lovenheim seconds. Vote: all in favor; motion carries.
  - i. Discuss proposals received from Boucher & James, Inc., Hanover Engineer and Acela Architects & Engineering – RE: 2021 Township Engineer. [Tabled – see item h]
  - j. Discuss Corcoran, Hegarty & Assoc. LLC proposal on an as-needed basis at a rate of \$105.00/Hour. [Tabled – see item h]
  - k. Motion to approve advertising the Public Bid Notice for an Asphalt Paver. Julia Heilakka states the public bid will be advertised on January 4<sup>th</sup> and 11<sup>th</sup>, the bids opened on the 21<sup>st</sup>, and accepted on the 27<sup>th</sup>. The Board discusses the paver and the bid process for used equipment. Brian Barrett motions to approve, Robert Lovenheim seconds. Vote: all in favor; motion carries.
  - l. Motion to Conditionally Approve St. Paul’s Lutheran Church of Smithfield Agreement with Attorney Ronold Karasek’s Addendum added. Brian Barrett states Ron Karasek looked over the form; Karasek’s addendum has been added and Ron approves of the agreement. Jacob Pride recuses himself due to a conflict of interest. Brian Barrett motions to conditionally approve the agreement, Robert Lovenheim seconds. Vote: Robert Lovenheim and Brian Barrett in favor, Jacob Pride abstains: motion carries.
7. Bills to be Paid: General Fund - \$27,094.21, Highway Fund - \$4,932.95
- a. Brian Barrett motions to pay the bills at \$32,027.16, Robert Lovenheim seconds. Vote: all in favor; motion carries.
8. Public Comment
- a. Jacob Pride motions to recommend Danny Younger for the Eastern Monroe Public Library Board, Robert Lovenheim seconds. Vote: all in favor; motion carries.
  - b. The Board discusses multimodal grants from PennDOT and procuring funding for assistance with the Green Mountain Drive bridge. Jon Tresslar discusses preparing multimodal grant applications.
  - c. The Board wishes everyone a Merry Christmas and Happy New Year.
9. Jacob Pride motions to adjourn, Brian Barrett seconds; meeting adjourned at 7:24 PM.

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Minutes recorded by Julia Heilakka

Respectfully submitted:

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Brian Barrett, Secretary