

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
MAY 11, 2021

A Work Session of the Smithfield Township Board of Supervisors was held on May 11, 2021, at the Smithfield Township Municipal Center, at 1155 Red Fox Rd, East Stroudsburg, PA 18301, and via Zoom.

Present are Supervisors Jacob Pride, Robert Lovenheim, Solicitor Ron Karasek (via Zoom), Engineer Jon Tresslar, and Office Manager Julia Heilakka. Brian Barrett is not present.

Also present are Alleson Rode, Frances Roth, Robert Velez (via Zoom), Peter Terry (via Zoom), Paul DiLorenzo (via Zoom), Bob Shebelsky, Charlie Vogt, and Frank Riccobono.

1. Chair Jacob Pride calls the meeting to order at 4:10PM. A quorum is present.
2. Public Comments on the Agenda – none.
3. Plans to Act On
 - a. Minor Subdivision & Lot Line Adjustment - Lands of Jones & Zaplishny. Jon Tresslar states comments still need to be addressed. Jacob Pride motions to deny the minor subdivision and lot line adjustment unless the Board receives an extension from the applicants by May 19th, Robert Lovenheim seconds. Jacob Pride amends his motion to require the extension to be 90 days, Robert Lovenheim amends his second. Vote: all in favor; motion carries.
4. New Business
 - a. Consider: Frank Riccobono – Special Event Permit Application. The application is for a farmer’s market at 765 Seven Bridge Rd. Brian Barrett’s written comments state he is okay with the permit. Jacob Pride motions to grant the special event permit application, Robert Lovenheim seconds. Vote: all in favor; motion carries. [Continues at Item g].
 - b. Discuss: Smithfield Gateway Project Schedule. Jacob Pride states the Township has not received an update from Smithfield Gateway. Jacob Pride motions to table this item, Robert Lovenheim seconds. Vote: all in favor; motion carries.
 - c. Discuss: Lands of Frances M. Roth. Alleson Rode introduces Frances Roth, whose property taxes tripled after the reassessment. Rode asks that the Board consider changing the property from commercial to a residential (RC) zone. Ron Karasek states the applicant needs to file a petition requesting a zoning map change. Alleson Rode states they petitioned the County, who dropped the assessment slightly, but the County recommended approaching the Township about a zoning change. The Board discusses associated fees. Jacob Pride leaves at 4:26PM and returns at 4:28PM.

- d. Discuss: 630 Seven Bridge Road Property. Robert Velez of KW Commercial is representing a property owner who is interested in developing the property into a gas station and convenience store. Peter Terry is doing the traffic work. Jon Tresslar encourages the submission of a sketch plan to the Planning Commission (PC); they are not required but can be very helpful. Paul DiLorenzo asks how vehicles will enter the property. Jon Tresslar states that cannot be determined without plans. Peter Terry states the applicant will apply to PennDOT for a scoping meeting.
- e. Discuss: Zoning Map PRD Update. Charlie Vogt discusses the updated zoning map that reflects the PRDs that have been in existence; the next step is for the Township to adopt the map. The Monroe County Planning Commission (MCPC) does not have a map that shows the ED zone. The Board discusses that the ED zone map was formally adopted, though they are unsure why MCPC does not have it.

Ron Karasek explains the map will reflect what has existed; the Township can have a hearing, but it is not required. The Board discusses informing property owners. Ron Karasek states the Township does not need to notify property owners. Charlie Vogt will consult with the County planner about the proper procedure for adopting the map. Bob Shebelsky states both PRDs went through numerous public hearings.

- f. Discuss: Draft Ordinance to Amend Economic Development Zone. Brian Barrett's written comments are as follows: "I recommend that the BOS meet to further discuss as the revisions are extensive and should involve more input, public, business community and relevant Commissions before we pass on to the PC and MCPC for their recommendations. Maybe at least one joint meeting with our PC and the MCPC. I disagree with the statement that the initial ED was rushed and consequently needed a reworking. We began this process in 2016 with Planner Tom Comitta and just through 2017 spent \$25,000.00 on the planning process. Also, it is proposed that Seven Bridge Road from Buttermilk Falls Road to MST be designated as a scenic by-way. With all of the charming roads throughout Smithfield Township a by-pass is chosen?" Robert Lovenheim states he disagrees with Brian's comments, and he would like to send this to the Planning Commission so they can read it, after which the Board can have a joint session. The scenic corridor creates a mechanism for the Township to preserve areas of scenic beauty or historical significance. [Discussion continues at Item h].
- g. [Return to Item a] Frank Riccobono – Special Event Permit Application. Frank Riccobono arrives 4:54PM. Jacob Pride states the permit was granted. Frank Riccobono states the market will start on Saturday.
- h. [Return to Item f] Draft Ordinance to Amend Economic Development Zone. The Board discusses the proposed changes to the ED Zone. Ron Karasek states it is easier to repeal the whole ordinance and restate it; he has a list of items that were added/changed that he will send to the Board. While the changes are not significant, they are policy changes, so the Board must review it. The Board discusses the mixed-use provision. Robert

Lovenheim suggests sending the draft ordinance to the PC for review, and then having a joint meeting. Frank Riccobono suggests projects may be more fiscally viable if developers can combine commercial and residential projects.

- i. [Item g] Discuss: Correspondence on Reducing Membership on Zoning Hearing Board. Jacob Pride states the Zoning Hearing Board's (ZHB) solicitor has asked the Township to consider this ordinance again. Ron Karasek states the ordinance doesn't need to be sent to the commissions again if no changes have been made. The Board will consider this at the June 8th meeting. Brian Barrett's written comment is "so be it." Robert Lovenheim motions to authorize the advertisement of a public hearing for the draft ordinance on June 8th at 4PM, Jacob Pride seconds. Vote: all in favor; motion carries.
- j. [Item h] Consider: SEO Precertification Soils Course. Julia Heilakka explains that this course was added by PADEP in December 2020. The cost of the course is \$550, and it is a prerequisite to attend the SEO Academy. Jacob Pride motions to approve the attendance at \$550, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- k. [Item i] Discuss: Smithfield Township Welcome Signs. Brian Barrett's written comment is to get the signs. Jacob Pride motions to authorize Ed to pursue Smithfield Township welcome signs, with and without the logo, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- l. [Item j] Discuss & Consider: Bushkill Emergency Corps Tire Purchase. The Township received a request from Middle Smithfield Township (MST) to split the cost of tires for Bushkill EMS. The Board discusses what the Township's fair share is, considering MST is also installing the tires. Robert Lovenheim motions to approve \$1,500 for fair share. Jacob Pride seconds. Vote: all in favor; motion carries.
- m. [Item k] Discuss: Park Security. Jacob Pride motions to table until the 25th. Robert Lovenheim seconds. Vote: all in favor; motion carries.
- n. [Item l] Discuss: Loan on Marshalls Falls Property at 274 Marshalls Creek Road. Julia Heilakka explains that 274 Marshalls Creek Rd. is not an encumbrance on the loan. Jacob Pride motions to table the discussion until May 25th. Robert Lovenheim seconds. Ron Karasek will review the loan documents for a prepayment penalty. Jacob Pride states the Board took out the loan because the Township was waiting to determine the financial impact of the pandemic. Vote: all in favor; motion carries.
- o. [Item m] Discuss: Healing the Planet Grant. Julia Heilakka provides an overview of the grant and asks the Board if they want to apply for the grant, and what they should apply for. The Board discusses applying with the Brodhead Watershed Association.
- p. [Item n] Discuss: 2021 Road Paving Plan. The Board discusses the contract paving for River Rd. Frank Riccobono asks if Jay Park [Columbia & Dartmouth Drives] is on the list to be paved. The Board will contact Ed McCormack.

- q. [Item o] Consider: Authorize Advertising 2021-2022 Material Bid. Jacob Pride states this is for in-house paving. Jacob Pride motions to authorize advertising the 2021-2022 material bid, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- r. [Items p & q] Discuss: Nuisance Alarm Ordinance & Impact Fees for Projects. Julia Heilakka states the Marshalls Creek Fire Company asked the Board to consider these two items. Jacob Pride motions to table both items until May 25th, Robert Lovenheim seconds. Vote: all in favor; motion carries.

5. Bills to be Paid

- a. Ratify 05/06/2021 – \$471.80 (\$471.80 General Fund) and approve \$60,237.30 (\$59,661.78 General Fund, \$575.52 Highway Fund). Robert Lovenheim motions to pay the bills at \$60,709.10, Jacob Pride seconds. Vote: all in favor; motion carries.

6. Public Comment

- a. Robert Lovenheim states he has received complaints of work at odd hours in residential areas. The Township does not have a noise ordinance that covers that. Limits for working hours is added to the notes for an eventual draft noise ordinance.
- b. Frank Riccobono asks if the Board has considered regulating smoking furnaces because of the amount of smoke they emit.

7. Robert Lovenheim: motions to adjourn, Jacob Pride seconds: meeting adjourned at 5:53PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:

Brian Barrett, Secretary