

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
MAY 25, 2021

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on May 25, 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, Brian Barrett (via Zoom), Solicitor Ronold Karasek, Engineer Jon Tresslar, and Office Manager Julia Heilakka.

Also present are Jim DePetris and Doug Olmstead.

1. Chair Jacob Pride calls the meeting to order at 7:02PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Minutes
 - a. Robert Lovenheim motions to approve the minutes of the April 27, 2021 regular meeting and the May 11, 2021 work session, Brian Barrett seconds the April 27th meeting, Jacob Pride seconds the May 11th meeting. Vote: Brian Barrett abstains for the May 11th meeting and is in favor for April 27th, Robert Lovenheim and Jacob Pride in favor of both; minutes accepted.
4. Public Comments on the Agenda: none.
5. New Business
 - a. Consider: Approve Zoning Map with ED Zone and PRD Update. This corrects a mistake where the map never showed approved PRDs, and the Township is codifying the ED zone that was adopted in July. Robert Lovenheim motions to approve the map, Brian Barrett seconds. Vote: all in favor; motion carries.
 - b. Discuss: Smithfield Gateway Project Update & NEPA Grant – Mosier Farm Road. Jim DePetris states that before they discuss the NEPA grant, he would like to provide a status update. There are two projects happening consecutively: the infrastructure improvements and the St. Luke’s project (Phase 1A-1). The next phases are Phase 1B (multifamily and retail) and Phase 2A (senior housing units). To complete those phases, the improvements to SR 209 must be completed. The NEPA grant will fund Road A up to Phase 1B.

Doug Olmstead states DEPG submitted the preapplication document for the NEPA Grant today. Per NEPA, the Township must be the applicant, and the project must be on Township-owned property. PennDOT will be the sponsor, and DEPG is responsible for funding. Brian Barrett states the Township passed a resolution in December of 2019 with the intent to take the road. Doug Olmstead replies the Township originally planned to

accept the road after it was complete. Now, the Township must accept the ownership of the right-of-way before the road is complete. He will provide an updated resolution to the township, and the deadline for the NEPA application is October 1. PennDOT will inspect the roadwork. Doug Olmstead discusses phased funding for Road A.

Doug Olmstead asks who should handle escrowed documents. Ron Karasek states he is amenable with Ralph Matergia or Marc Wolfe holding the documents. Jacob Pride motions to authorize Ron Karasek, Marc Wolfe, and Ralph Matergia be named as escrow document agents, Robert Lovenheim seconds. Vote: all in favor; motion carries.

Doug Olmstead states he has requested a zoning letter and is waiting on building permits. The Zoning Officer is refusing to provide the letter for release of the building permit because of current year taxes due. The Board discusses that the ordinance is only supposed to handle delinquent taxes. Ron Karasek will read the ordinance and provide an opinion to the Zoning Officer.

- c. Consider: Waterfront Wellness Park Phase 1 – Change Order No. 2. Pioneer Construction is struggling to acquire materials because of COVID; this change order would extend the substantial completion date to June 29, 2021. Robert Lovenheim motions to approve Change Order No. 2 for the Waterfront Wellness Park, Jacob Pride seconds. Vote: all in favor; motion carries.
- d. Discuss: Appraisal of 528 Seven Bridge Road. Robert Lovenheim states the official appraisal is pending, but the land is appraised at \$66,000, but does not include auxiliary parking. Jon Tresslar states there is no place to add 18 parking spaces; there will be additional construction costs to maintain the parking spaces. The Board discusses maintenance of the new road, purchasing the road fee simple, pursuing repairs for the bridge, and applying for a multimodal grant to repair Green Mountain Bridge. Jon Tresslar will continue pursuing the grant.

The Board discusses reaching out to DLP, and determines that Ron Karasek and Robert Lovenheim should contact the owner.

- e. Discuss: Application to DCED - GTRP Grant. Julia Heilakka states this project constructs a 25-vehicle parking lot and additional trails for Marshalls Falls Park. The Board can apply for a partial project at a cost of \$233,000 or \$250,000 if the match is raised another \$2,500, or the Township can submit for the full project at \$544,450. The required matches for these options are \$35,000, \$37,500, and \$292,450 respectively, keeping in mind that \$20,000 of that is land the Township has already purchased.

If the Board decides to pursue the full project, an application to DCNR in 2022 would use this grant as a match, exactly like the grant funding for Phase I of Marshalls Falls Park. Upon procuring the DCNR grant, the Township would still be responsible for about

\$45,000, which could be covered through another grant or cash match. The Board considers which option to pursue.

Jacob Pride motions to apply for the full project at \$544,450, with the condition of making the application to DCNR, Robert Lovenheim seconds. Vote: Jacob Pride and Robert Lovenheim in favor, Brian Barrett opposed: motion carries.

- f. Consider: Resolution No. 477 – Application to DCED – GTRP. Jacob Pride motions to adopt Resolution No. 477 with the corresponding match, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- g. Discuss: Healing the Planet Grant Update. Julia Heilakka met with Alex Jackson of BWA, who is applying for a grant to cover additional signage expenses for about \$10,000 for Minisink Park. The Healing the Planet Grant has a maximum application of \$25,000. The Board discusses adding bench or playground updates to the application.
- h. Discuss: Park Security. Marshalls Falls – The Board decides to block off the Marshalls Falls property.

Minisink Park – The Board will hire one guard for Memorial Day Weekend and reassess the situation at the June 8th meeting. Brian Barrett states the township spent \$26,000 on security last year, and there are signs posted. Jacob Pride motions to have Brian Barrett contact Corporate Security for Minisink Park for Memorial Day weekend, Robert Lovenheim seconds. Vote: all in favor; motion carries.

- i. Discuss: Draft Amendment to Economic Development Zone Ordinance. The Board discusses changes made to the ordinance and how the ordinance should move forward. The Board discusses the mixed use and incentivized option. Brian Barrett states this update began in 2016 and he would like to see the public involved more in the process.

Jacob Pride motions to send the draft ordinance to the Monroe County and Smithfield Township Planning Commissions, and the Board will discuss a joint work session on June 8th, Robert Lovenheim seconds. Vote: all in favor; motion carries.

- j. [Items J and K] Consider: Proclamation for Lucas Gabriel Jorstad & Proclamation for Myles Padraic McHugh. Jacob Pride motions to honor Lucas Jorstad and Myles McHugh with proclamations, Robert Lovenheim seconds. Brian Barrett states he has worked with Troop 100 and watched Lucas grow up; congratulations to both young men. Vote: all in favor; motion carries.
- k. Consider: Resolution No. 478 – Declaring June LGBTQIA+ Pride Month. Jacob Pride states the Township did this last year, and the Pride flag will fly for the month of June. Robert Lovenheim motions to adopt Resolution No. 478, Jacob Pride seconds. Vote: all in favor; motion carries.

1. Consider: Confidentiality Agreement. Ron Karasek states this is related to a lawsuit filed by ESASD against Triangle Fire Protection and Bognet Inc. A subpoena was issued for documents, and he asked for a confidentiality agreement before releasing documents. He reviewed the agreement and it meets with his approval. Brian Barrett motions to sign the agreement, Jacob Pride seconds. Vote: all in favor; motion carries.

6. Bills to be Paid

- a. Ratify \$88,201.35 (\$88,109.11 General Fund, \$92.24 Highway Fund). Robert Lovenheim motions to pay the bills at \$88,201.35, Brian Barrett seconds. Vote: all in favor; motion carries.

7. Public Comment

- a. Ron Karasek asks about the Wireless Communications Facilities (WCF) draft ordinance. Robert Lovenheim motions to consider the WCF ordinance on June 22nd, Brian Barrett seconds. Vote: all in favor; motion carries.
- b. Robert Lovenheim states there is a question of who owns the emergency access off Wendell Rd. where it connects to Gabriel Drive. The Board discusses that the Township does not own the land; if Lake Valhalla wants to install an emergency access, the Township may need to remove a section of guiderail.

8. Brian Barrett motions to adjourn, Robert Lovenheim seconds; meeting adjourned at 9:04 PM. The Board enters Executive Session.

Minutes recorded by Julia Heilakka

Respectfully submitted:

Brian Barrett, Secretary