

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
SEPTEMBER 28, 2021

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A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on September 28, 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 (arrives at 7:06 via phone), Solicitor Ronold Karasek, and Office Manager Julia Heilakka. Engineer Melissa Prugar is not present.

Also present are Doug Olmstead, Richard Kerr, Anne Amundsen, and Greg Amundsen.

1. Chair Jacob Pride calls the meeting to order at 7:05PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements – none.
4. Minutes
  - a. Brian Barrett arrives at 7:06PM, and states he was not present for the August 24<sup>th</sup> regular meeting. Brian Barrett motions to approve the minute from the August 24<sup>th</sup> joint work session and the September 14<sup>th</sup> work session, Robert Lovenheim seconds. Vote: all in favor; motion carries.
  - b. Jacob Pride motions to approve the Augst 24<sup>th</sup> regular meeting, Robert Lovenheim seconds. Vote: Jacob Pride and Robert Lovenheim in favor, Brian Barrett abstains because he was not present; minutes accepted.
5. Public Comments on the Agenda – none.
6. New Business
  - a. Smithfield Gateway Updates. Doug Olmstead states the HOP is secured, and provides a project update for the Board. Vertical construction for the building should start in March. Ron Karasek states the documents meet with his approval. Jacob Pride motions to sign the land development improvement agreement, collateral assignment of agreement, and closing escrow agreement documents and have them delivered to Attorney Marc Wolfe, who will hold them in escrow pursuant to the closing escrow agreement, and then released pursuant to the agreement, Robert Lovenheim seconds. Vote: all in favor; motion carries.

- b. Consider: Advertise Budget Sessions. Robert Lovenheim motions to advertise the budget meetings, Brian Barrett seconds. Vote: all in favor; motion carries. Budget meeting are scheduled for October 20<sup>th</sup> and 27<sup>th</sup> and November 3<sup>rd</sup> and 10<sup>th</sup>, all at 10AM.
- c. Consider: Ratify Bidding Advertising for Marshalls Falls Outbuilding Demolition. Julia Heilakka states the Pocono Record's deadlines required the Township to submit the advertisement earlier. Jacob Pride motions to ratify the advertisement for the outbuilding demolition, Robert Lovenheim seconds. Anne Amundsen asks where the property is, and is answered with 274 Marshalls Creek Rd. Vote: all in favor; motion carries.
- d. Discuss: Potential PEMA Grant Application. Julia Heilakka states this grant is mainly for acquisition of flood-prone property. Brian Barrett recalls the last time the Board considered this grant, and the property owners did not want this. The Board will not pursue a PEMA Grant this round.
- e. Consider: Special Event Permit – Pocono Food Truck at Shawnee Mountain (All Admission Proceeds Benefit the Shawnee Volunteer Fire Co.). The event is October 9<sup>th</sup> and 10<sup>th</sup> from 11:30-5pm. The insurance certificate has been received. Robert Lovenheim motions to approve the permit and waive the fee, Brian Barrett seconds. Vote: all in favor; motion carries.
- f. Consider: Draft of the Financial Statements for the Year Ending December 31, 2020. Kirk Summa completed the audit. Brian Barrett is satisfied with the audit. Brian Barrett motions to approve the 2020 audit, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- g. Consider: Volunteer Fire Relief Allocation – Shawnee Fire Company \$19,041.66 – Marshalls Creek Fire Company \$19,041.66 – Delaware Water Gap Fire Company \$4,231.49. Brian Barrett states this is a slight decrease from last year; the Board should consider providing funds through ARPA if possible. Brian Barrett motions to approve the allocation, Jacob Pride seconds. Vote: all in favor; motion carries.
- h. Consider: 2021 Budget 2<sup>nd</sup> Half Contribution - Shawnee Fire Company \$28,495.00, Marshalls Creek Fire Company \$28,495.00, Delaware Water Gap Fire Company \$6,510.00, Bushkill EMS \$4,500.00, Suburban EMS \$2,500.00. Brian Barrett motions to approve the contributions, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- i. Consider: Trick or Treat Hours. Last years' hours were 6-8PM on October 31<sup>st</sup>; COG has not made a recommendation. Jacob Pride motions to pass Trick-or-Treat hours for October 31<sup>st</sup> from 6 – 8PM in accordance with CDC guidelines, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- j. Consider: Sponsor Trunk or Treat Event at Waterfront Park. Jacob Pride states the Township used to do community events and asks the Board to consider a Trunk or Treat at Waterfront Park on October 22<sup>nd</sup> from 5:30-7:30pm. The Board discusses candy

choices, and decides Jacob will lead the project. The Township is looking for volunteers to decorate vehicles. Jacob Pride motions to sponsor a Trunk or Treat event at Waterfront Park on October 22<sup>nd</sup> from 5:30-7:30, and funding for treats not to exceed \$250, Brian Barrett and Robert Lovenheim second. Vote: all in favor; motion carries.

- k. Discuss: Municipal Center COVID-19 Policies. The Board discusses considering the implementation of different safety measures associated with COVID. Greg Amundsen asks who will pay for the COVID tests if the Board mandates them. The Board considers asking all guests to the building to wear a mask beginning tomorrow regardless of vaccination status and for all meetings. Brian Barrett motions to have meeting attendees masked, Jacob Pride seconds. Greg Amundsen asks what if someone has a religious belief and refuses to be vaccinated. Jacob Pride replies the Township will not mandate vaccination status to attend meetings, but masks are a reasonable public health measure. Ron Karasek states courts are varied with these issues, but requiring a mask is not intrusive. Anyone who has an exemption will be provided the exemption. Vote: Jacob Pride in favor, Brian Barrett in favor, Robert Lovenheim opposed; motion carries.

Jacob Pride motions to require that guests who visit the Municipal Center be masked, Brian Barrett seconds. Greg Amundson states stores that have higher traffic than the Municipal Center don't requiring masks. Vote: Jacob Pride in favor, Brian Barrett in favor, Robert Lovenheim opposed: motion carries.

- l. [New Item] Consider Township Use of Facilities. Jacob Pride received a request via email about a wedding ceremony on a soccer field and asks the Board to consider conditional approval pending ESYA's approval. The requestor is a resident of Middle Smithfield Township. Jacob Pride motions to place this on the agenda as "Consider Township use of Facilities," Brian Barrett seconds. Vote: all in favor; motion carries. Brian Barrett motions to conditionally approve the use of the fields pending ESYA's approval, Jacob Pride seconds. Vote: all in favor; motion carries.

## 7. Bills to be Paid

- a. Ratify September 16<sup>th</sup> bills - \$74,167.79 (General Fund - \$70,471.95, Highway Fund - \$3,695.84). Approve September 28<sup>th</sup> bills - \$120,450.55 (General Fund - \$100,295.65, Highway Fund - \$ 20,154.90). Jacob Pride summarizes the bills the township is paying, which totals \$194,618.34. Robert Lovenheim motions to approve, Brian Barrett seconds. Vote: all in favor; motion carries.

## 8. Public Comment


- a. Richard Kerr is concerned that adding speedbumps in Shawnee Village will cause more accidents. Robert Lovenheim states Mr. Kerr is the first person to respond to his letter and that no one seems to want speedbumps.

- b. Anne and Greg Amundsen are longtime residents of 312 E Broad Street. They express concern over stormwater drainage on their property, and a neighbor's actions that keep the water on their property. There are two homes in East Stroudsburg Borough that have exacerbated water flow. The Township does not have a fence ordinance. The Board discusses that this may be a question for the floodplain manager and engineer, or it may be a civil matter. Greg Amundsen states that the MCCD found no violations observed, but John Motz made suggestions, and that the neighbor may have unregistered trailers. The blocks the neighbor placed create a dam. The Board discusses MCCD.
  - c. Ron Karasek googled CDC guidelines for Monroe County, which recommend everyone wear a mask in indoor public settings.
9. Brian Barrett motions to adjourn, Robert Lovenheim seconds; meeting adjourned at 8:30 PM.

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Minutes recorded by Julia Heilakka

Respectfully submitted;

  
Brian Barrett, Secretary