

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
DECEMBER 14, 2021

A Work Session of the Smithfield Township Board of Supervisors was held on December 14, 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, and Brian Barrett, Solicitor Ron Karasek, Engineer Jon Tresslar, and Office Manager Julia Heilakka.

Also present are KP Patel, Doug Olmstead, Martha Carbone, and Bridget Keating.

1. Chair Jacob Pride calls the meeting to order at 4:02PM. A quorum is present.
2. Minutes
 - a. Brian Barrett motions to accept the minutes from the November 3, 2021, November 9, 2021, November 15, 2021, and December 1, 2021 meetings, Robert Lovenheim seconds. Vote: all in favor; minutes accepted.
 - b. Jacob Pride motions to approve the minutes from the November 10, 2021 and November 23, 2021, meetings, Robert Lovenheim seconds. Vote: Jacob Pride and Robert Lovenheim in favor, Brian Barrett abstains because he was not present; minutes accepted.
3. Public Comments on the Agenda – none.
4. Public Hearings - Ordinance No. 242, Repealing Ordinance No. 205. Ron Karasek states stand-alone ordinances do not require review by either Planning Commission. Ordinance 205 changed supervisor compensation from per-meeting to a stipend. There is no statutory basis for supervisor duties. Ordinance No. 242 ensures supervisors will continue to be paid in accordance with the Second-Class Township Code. This ordinance has been duly advertised. Robert Lovenheim motions to close the hearing, Brian Barrett seconds. Vote: all in favor; motion carries, hearing closed at 4:20PM. Robert Lovenheim motions to adopt Ordinance No. 242, Brian Barrett seconds. Vote: all in favor; motion carries.
5. New Business
 - a. Consider: Smithfield Gateway Updates. [continued at 5.e]. Ron Karasek delivered the signed documents from Smithfield Gateway to the Township, and the documents are in order.
 - b. Discuss: Developer Concept – Hotel. KP Patel owns the old township building [16.8.1.61] and is interested in developing the site and adjoining properties into a 50-60 room hotel. The Board discusses applying for a variance for the acreage minimum, sewer requirements, and other hurdles the site may face.

- c. Discuss: MCOS Mini Grant. This grant is a \$40,000 grant with a 1:1 match. The Board discusses extending the Vision Loss Trail and other ideas. Martha Carbone suggests building a viewing platform at Mt. Nebo Park.
- d. Discuss: 1% for Nature Grant. Julia Heilakka summarizes the grant application. The Board decides to pursue double trash enclosures for Mt. Nebo and River's Edge Parks.
- e. Smithfield Gateway Updates. [continued from 5.a] Doug Olmstead states the 209 project goes out to bid on Thursday, and Marc Wolfe has asked for a partial release of the subdivision plan notes for pieces of real estate in the right-of-way. The draft document, if approved, will be recorded separately so the plans aren't re-recorded. Robert Lovenheim leaves at 5:04PM and returns at 5:05PM. Robert Lovenheim motions to approve the partial release of subdivision plan notes related to the right-of-way parcels intended to be deeded to PennDOT, subject to review and approval by the township engineer and solicitor, Brian Barrett seconds. Vote: all in favor; motion carries. Doug Olmstead will deliver copies of recorded documents to the township. Vertical construction begins February or March 2022.
- f. Consider: Lot Joinder Application – Trapasso. Ron Karasek states the Township also received paperwork regarding a conditional use in Stroud Township, and the Eagle Valley LDP will continue to process separately. Brian Barrett motions to adopt Resolution No. 488, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- g. Consider: Escrow Agreements. Ron Karasek states it is the Board's decision who signs the Bell, Del Vecchio, and Riccobono escrow agreements. Robert Lovenheim motions to sign the documents, Brian Barrett seconds. Vote: all in favor; motion carries.
- h. Consider: Request Planning Commission Reviews re: Draft ED Zone Technical Corrections. Robert Lovenheim discusses questions he has about the ordinance and allowing buildings without commercial street frontage to shift their commercial usage to a building on street frontage; the required commercial footprint would exist on the property. Ron Karasek suggests leaving adult entertainment in the ordinance to prevent any developers from attempting to building that business in a residential area. Ron Karasek summarizes the changes he made to the ordinance. Julia Heilakka discusses residential entrances on street frontage. Robert Lovenheim leaves at 5:32PM and returns at 5:34PM. Ron Karasek discusses deleting fees for off-site infrastructure improvements, and changes to indoor shooting ranges, transient business, and other definitions.

The Board discusses lot acreage requirements for hotels/inns. Jon Tresslar discusses setback, maximum lot coverages, impervious surfaces. Ron Karasek discusses changes to additional definitions. Robert Lovenheim motions to send the ordinance to the Planning Commissions pending changes discussed at the meeting, and to submit clean and red-lined versions to the Planning Commission and Board, Brian Barrett seconds. Vote: all in favor; motion carries.

- i. Consider: Truck Financing. Brian Barrett motions to pay the installment once a year, Jacob Pride seconds. Vote: all in favor; motion carries.

6. Public Comment

- a. Martha Carbone sent a letter requesting a meeting with the Board and Shawnee Valley PRD (SVPRD) paperwork. The Board states it cannot meet outside a public meeting and discusses the timeframe for the project. Martha Carbone states changes to the settlement must go to court. Ron Karasek states the Board must schedule the hearing; if the PRD violates the settlement, the Board should deny it. Martha Carbone states she is entitled to the documents. Jon Tresslar has not heard from SVPRD.

The Board will schedule the public hearing for January 11th at 5PM, with a regular meeting commencing at 4PM. The Board will ask SVPRD for a 30-day extension.

Jacob Pride motions to add the consideration of scheduling for public hearing to the agenda, Robert Lovenheim seconds. Vote: all in favor; motion carries. Jacob Pride motions to schedule the public hearing for January 11th at 5PM; the regular meeting will still occur at 4PM. Robert Lovenheim seconds. Vote: all in favor; motion carries.

7. Bills

- a. Ratify: Paid Ratify – General Fund: \$4,940.00. Ratify: \$71,673.52 (General Fund - \$67,119.68, Highway Fund - \$4,553.84). Robert Lovenheim motions to pay the bills, Jacob Pride seconds. Vote; all in favor; motion carries

8. Public Comment

- a. Robert Lovenheim confirms proposals for the 2021 audit are no longer being accepted.

9. Robert Lovenheim motions to adjourn, Brian Barrett seconds: meeting adjourned at 6:31PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:


Brian Barrett, Secretary