

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
OCTOBER 12, 2022

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on October 12, 2022, 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 (via Zoom), Solicitor Ronold Karasek, Engineer Jon Tresslar, and Township Manager Julia Heilakka.

Also present is Doug Olmstead, Tim Snow, and Desiree Siena.

1. Chair Jacob Pride calls the meeting to order at 6:00PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements
 - a. The Black Buffalo Floodplain Conditional Use Hearing will occur at the Board meeting on October 26, 2022 at 6PM.
 - b. The Township will host a Trunk or Treat on October 23, 2022 from 2PM to 4PM. Parties interested in participating should contact Jacob Pride.
4. Minutes
 - a. Brian Barrett motions to table the minutes from the September 28, 2022 regular meeting, Robert Lovenheim seconds. Vote: all in favor; minutes tabled.
5. Reports
 - a. Solicitor's Report
 - i. Ron Karasek received a call from attorney Ralph Matergia regarding a proposed zoning amendment hearing Orchard BJK Company. The Board agrees to hold a hearing on December 14, 2022 pending availability of the applicant.
 - b. Engineer's Report – none.
6. New Business
 - a. Consider: Consent Agenda.
 - i. Consider: Advertise Public Notice for CPA Services – 2022 Financial Audit.
 - ii. Consider: Resolution No. 508 – Waiver of Real Estate Tax Penalty.
 - iii. Consider: Approve Written Decision of Shawnee Holdings, Inc. Conditional Use.

Robert Lovenheim motions to adopt the consent agenda, Brian Barrett seconds. No public comment. Vote: all in favor; motion carries.

- b. Discuss: Zoning Ordinances – Solar Fields. Julia Heilakka requests the Board add solar energy uses to the MPC Section 609.2 declaration because the township ordinances do not discuss solar energy. The Board discusses deficiencies related to warehouses and shortcomings related to definitions. Ron Karasek will prepare the resolution.
- c. Consider: Smithfield Gateway Request to Reduce Letter of Credit. Doug Olmstead requests a reduction of Smithfield Gateway’s Letter of Credit. The project is 70% complete, so the LOC should be \$1.5 million based on the last approved release request, accounting for inspections and a 10% escalation clause. Jon Tresslar agrees with the presentation and recommends the Board reduce the retainage to the amount requested.

Robert Lovenheim motions to reduce the LOC to \$1.5 million, Jacob Pride seconds. No public comment. Vote: all in favor; motion carries. Doug Olmstead states work the southbound lanes of SR 209 will be completed by 11/23/22. The rest of the work (including Music Center Drive and the traffic signal) will be completed by 5/15/23. St. Luke’s is slated to open in February 2023. Wawa is completing environmental studies, and Popeye’s signed a lease for the area next to Dairy Queen.

- d. Discuss: Act 101, Section 902 Grant Application. Smithfield Township is a newly mandated township, so they may apply again for an Act 101 Section 902 grant. The township will pursue a new leaf truck and relief from an overage for the 2021 grant award. The total project cost is \$305,087.31, and the township is responsible for \$30,509.31 of that. The Board directs Julia Heilakka to apply for the grant.
- e. Discuss: Feral Cat Policy. The township had a verbal policy in 2019 regarding partial reimbursement for feral cat spaying, and the Board wishes to restart the program with a written policy. Robert Lovenheim motions to develop a written feral cat policy, Brian Barrett seconds. No public comment. Vote: all in favor; motion carries.

7. Board of Supervisors Report – none.

8. Bills

- a. Approve: \$31,986.10 (General Fund). Brian Barrett motions to pay the bills, Robert Lovenheim seconds. No public comment. Vote: all in favor; motion carries.

9. Public Comment


- a. Ron Karasek reads Section 609.2.3 of the MPC and clarifies the declaration was on September 28th.

- b. Tim Snow discusses a letter of understanding between Delaware Water Gap Borough and the township and leaf pickup. The Board and solicitor discuss how to properly move forward with intermunicipal cooperation. Jacob Pride states the township does not have the authority to comment on behalf of DWG Borough. The Board directs Ron Karsek to contact the solicitor for DWG Borough.
- c. Desiree expresses frustration with DWG Borough. Jacob Pride states Smithfield Township has had a functioning reciprocal relationship with Middle Smithfield for decades, and this is the first time the solicitor has raised concerns. Ron Karasek will research intergovernmental cooperation.
- d. Tim Snow confirms the letter of understanding is only for leaf pick up.

10. Jacob Pride motions to adjourn, Brian Barrett seconds; meeting adjourned at 7:02PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:



Julia Heilakka, Assistant Secretary