

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
MARCH 23, 2022

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on March 23, 2022, at the Smithfield Township Municipal Center at 1155 Red Fox Rd, East Stroudsburg, PA 18301, and via Zoom.

Present are Supervisors Jacob Pride and Robert Lovenheim, Solicitor Ronold Karasek, Engineer Jon Tresslar, and Office Manager Julia Heilakka. Supervisor Brian Barrett is not present.

Also present are Russ Albert, Terri Timko, Sue Melchiorre, Lynn Swarz, Phil Natosi, Vicky Ozgun, and Martha Carbone.

1. Chair Jacob Pride calls the meeting to order at 7:04PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Announcements – none.
4. Minutes
 - a. Robert Lovenheim motions to approve the minutes from the March 9, 2022 regular meeting, Jacob Pride seconds. Vote: all in favor; minutes accepted.
5. Old Business – none.
6. New Business
 - a. Discuss: ED Zone Amendment – MCPC Comments. Julia Heilakka made the technical suggestions the MCPC suggested, but needs guidance on comments regarding the map change and density bonus. The Board discusses removing the map amendment and density bonus language. Jacob Pride motions to remove the map change and density bonus for discussion later, Robert Lovenheim seconds. Vote: all in favor; motion carries.
 - b. Discuss: Smithfield Sewer Authority (SSA) Presentation. Russ Albert discusses a proposed project for extending a sewer line on Seven Bridge Rd. He requests \$200,000 from the township's ARPA funds.

Robert Lovenheim discusses the importance of municipal sewer and how development may occur in the future. Russ Albert discusses supporting documents for the request and where the SSA has studied for sewer upgrades. He asks for a decision in two months.
 - c. Discuss: American Rescue Plan Act Funds. Jacob Pride states the township received approximately \$800,000. Current asks so far include: \$20,000 to Zelenkofske Axelrod, SSA ask of \$200,000, radios for emergency services, a radar sign, new roadcrew equipment, and a new zoning vehicle.

- d. Consider: Barry Isett Scope Increase Proposals. Julia Heilakka explains that additional permits are required at Marshalls Falls. Robert Lovenheim motions to approve the additional scope of services, Jacob Pride seconds. Vote: all in favor; motion carries.
- e. Consider: Resolution No. 499 – Marshalls Falls Phase 2 DCNR Grant. This grant application requests funding for Phase II of the Marshalls Falls project. Jacob Pride motions to approve Resolution No. 499 and authorize the township to sign the commitment letter, Robert Lovenheim seconds. No public comment. Vote: all in favor; motion carries.
- f. Consider: Authorize Marshalls Falls Phase 2 Commitment Letter. [addressed in 6e]
- g. Discuss: Fee Schedule Amendment – Conditional Use. The township is losing money on conditional use hearings because the \$1,500 fee is not covering costs. Ron Karasek suggests the township consider raising the fee and/or adding an escrow agreement. The Board discusses fees. Jon Tresslar states the township’s fee structure is in line, but the township requires more uses to go through conditional use than any other municipality.
- h. Consider: Municipal Center COVID-19 Policies. To protect township staff and the public that interacts with staff, the Board created a vaccination policy that requires employees to be fully vaccinated by September 2022. The Board discusses the policy. No public comment. Jacob Pride motions to approve the COVID-19 policy dated March 23, 2022, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- i. Authorize Roadmaster to Pursue River Road Paving Bid & Further Authorize Advertisement of Same. This project did not receive bids last year. No public comment. Robert Lovenheim motions to allow the roadmaster to pursue bids and with advertisement of the same, Jacob Pride seconds. Vote: all in favor; motion carries.

7. Public Comment

- a. Sue Melchiorre represents Pocono Area Cycling Trails (PACT), and discusses how PACT uses River’s Edge Bike Park. PACT would like to host a pro clinic, group rides, BMX Jam, trail building seminar, and a movie night in 2022. They also discuss advertising at River’s Edge and Middle Smithfield’s support of the project. The Board is asked to consider the following upgrades: lights, a skill track, trash cans, tools, benches for seating, and a scholarship.

Jacob Pride states PACT should work with the township during the master site plan development. The Board has no concerns with PACT soliciting sponsorships. The Board discusses possible upgrades to the park. Jon Tresslar cautions that the rain gardens should not be worked on; there are erosion and sedimentation issues that must be altered to satisfy the township’s NPDES permit.

8. Bills

- a. Ratify: General Fund - \$300.00. Approve \$118,941.70 (General Fund - \$102,947.52, Highway Fund - \$15,994.18). Total: \$119,341.70. Robert Lovenheim motions to pay the bills, Jacob Pride seconds. No public comment. Vote: all in favor; motion carries.


9. Public Comment

- a. Ron Karasek states if the Board wishes to proceed with the complaint of mandamus against the Board of Auditors, he needs compensation amounts from the Board.
- b. Ron Karasek received two conditional use applications that must be held by May 16th. The Board will set hearing dates at their next meeting. Robert Lovenheim leaves at 8:13PM – meeting pauses – and returns at 8:15PM; the meeting resumes.
- c. Ron Karasek states the township is responsible for its streets and highways related to a lawsuit regarding Worthington Ave.
- d. Lynn Swarz would like to see the noise ordinance move forward. Ron Karasek can share the noise ordinance from another township. The Board will discuss this on April 13th. Lynn Swarz believes an ordinance existing at all will be a deterrent.
- e. Lynn Swarz states Dingman’s Ferry can fine any illegally advertised short-term rentals \$500 a day and asks if a resort needs a permit to host an event. Jacob Pride replies not normally. Lynn Swarz asks the township to consider quiet zones.
- f. Robert Lovenheim thanks Lynn Swarz for her help maintaining Mt. Nebo Park.
- g. Phil Natosi owns 1836 Saloon. PLCB reached out to him to discuss noise and his liquor licenses. He asks the township to create a noise ordinance. He fully supports the creation of a noise ordinance.
- h. Vicky Ozgun would like to see timeframes in the noise ordinance and supports efforts to curb illegal short-term rentals.
- i. Martha Carbone fully supports a commonsense noise ordinance.

10. Jacob Pride motions to adjourn, Robert Lovenheim seconds; meeting adjourned at 8:34PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:



Julia Heilakka, Assistant Secretary