

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
JUNE 28, 2023

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on June 28, 2023, 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 (via Zoom), and Brian Barrett (via Zoom), Solicitor Ronold Karasek, Engineer Jon Tresslar, and Township Manager Julia Heilakka.

Also present are Howard Ike and Pam Barrett.

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 Board held an executive session on June 28, 2023 from 5:30PM to 5:41PM to discuss the Shawnee Preservation Society litigation and personnel, specifically hiring a Department of Public Works Director.
4. Minutes
 - a. Robert Lovenheim motions to approve the minutes from the April 12, May 10, May 24, and June 14, 2023 regular meetings, and states that he has counseled with Julia Heilakka. Moving forward, controversial statements will be transcribed. Brian Barrett asks about Kirsten Jones in the minutes. Julia Heilakka replies Kirsten Jones asked for the AWSOM contribution to go to PAWS. Additionally the June 14th minutes are not complete. Jacob Pride seconds the motion. Pam Barrett thanks the township for cleaning up the mess, and it should not happen again. Vote: all in favor; minutes accepted.
5. Reports
 - a. Solicitor's Report – Ron Karasek states he has worked on land development matters and the Airstrip Road condemnation, and that Delaware Water Gap Acquisition Partners has filed a petition for reconsideration with the Commonwealth Court. He filed a response for the township. Laudone & Associates are appraising the property being condemned for Airstrip Rd, which will cost \$2,700. An appraisal is required, and this cost is covered by the reimbursement agreement, so this will not cost the township any money. The Board agrees for Ron Karasek to sign the engagement letter.
 - b. Engineer's Report – Jon Tresslar states he sent Act 167 revisions to the Board, and the Green Light Go project is ready to advertise.

6. New Business

- a. Consider: Consent Agenda.
 - i. Consider: Insurance Renewal.
 - ii. Consider: Authorize Advertisement of Green Light Go Grant Bid.
 - iii. Consider: Ratify Waste Management Contract.
 - iv. Consider: Appoint Corcoran Hegarty & Associates as As-Needed Accounting Firm.
 - v. Consider: Approve Corcoran Hegarty & Associates Engagement Letter.

Robert Lovenheim motions to approve the consent agenda, Jacob Pride seconds. Brian Barrett asks if the township can wean off of Corcoran Hegarty & Associates services. Jacob Pride replies yes, that is the plan. Vote: all in favor; motion carries.

- b. Consider: Hire Director of Public Works. Jacob Pride motions to offer employment to Christiopher Clause with \$65,000 a year and three weeks of vacation. Brian Barrett seconds. No public comment. Vote: all in favor; motion carries. Jacob Pride will contact Christopher Clause.
- c. Consider: Engage Security for Parks – July 4th Weekend. Jacob Pride would also like to chain the gates when the parks are closed at night. He suggests two guards at Minisink and one at Marshalls Falls because it is an active construction zone. Jacob Pride would like to contact Corporate Protective Services for the same hours as last year. Guards will prevent swimming and destruction of property. Brian Barrett states they also prevent alcohol use, and that the creek is posted with no swimming signs. Robert Lovenheim confirms that the residents will not be barred from enjoying the parks during regular operating hours. Robert Lovenheim motions to approve engaging security, Brian Barrett seconds. No public comment. Vote: all in favor; motion carries.
- d. Discuss: Funding Request – Delaware Water Gap Fire Company. Howard Ike presents a request for financial assistance to purchase air packs. Delaware Water Gap Borough will provide \$15,000 in their 2024 budget, and the fire company is contributing \$5,000. The total cost for the air packs is \$124,000. They will put \$20,000 down and have a loan through ESSA for 7 years at 6% interest. Howard Ike requests \$20,000 from the township. Brian Barrett asks how much money is in the fire company's account. Howard Ike replies about \$100,000, but \$30,000 is designated for building repairs. Their budget for the year is \$25,000, and they had an engine go down and need six new batteries. Brian Barrett asks about the air packs. Howard Ike replies the current packs are 15 years old, the company is out of business, and parts are unavailable. Compressed Air gave the fire company cylinders to use until they receive the new ones. The Board will discuss this request at budget meetings.
- e. Discuss: Regional Planning Commission (RPC) Concept. Middle Smithfield Township suggested creating an RPC including Middle Smithfield Township, Smithfield Township,

Price Township, and East Stroudsburg Borough. Price Township and East Stroudsburg Borough have declined to participate. Robert Lovenheim does not understand the benefit of joining, and expresses concern for the cost of a comprehensive plan. Brian Barrett states the township has an excellent Planning Commission and County Planning Commission, and states this is an extension of Middle Smithfield Township's executive board. Jacob Pride is not interested in participating, though he would like to update the township's comprehensive plan. Brian Barrett motions to table, Robert Lovenheim seconds. No public comment. Vote: all in favor; motion carries.

- f. Discuss: Act 167 Stormwater Update. Jon Tresslar has placed edits on the document, and the buffers have remained the same. The Board must consider the following items: whether to place buffers around ponds and lakes, whether the township should establish a stormwater maintenance fund for periodic inspections of stormwater facilities, and whether control of waivers should stay with the Board. The township has pending MS-4 updates to the same ordinance, which are now included in the draft. The township received comments from LVL Engineering earlier today. The Board consents to discuss this at the next meeting. Jacob Pride thanks LVL Engineering for completing the review.

7. Board of Supervisors Report – none.

8. Bills: \$243,756.54 (General Fund: \$243,756.64, Liquid Fuels Fund: \$0, Escrow Fund: \$0). This includes charitable contributions voted on at the last meeting, legal and engineering fees, payroll, and a grant bill that is reimbursable. Brian Barrett asks who PAWS is. Jacob Pride replies they are the Pocono Animal Welfare Society in Stroudsburg. Pam Barrett asks if they are local. Robert Lovenheim motions to pay the bills, Brian Barrett seconds. No public comment. Vote: all in favor; motion carries.

9. Public Comment

- a. Pam Barrett asks where Ken is with her requests. She called the waste authority again because of a junk yard on Mosier's Knob. The City House is now on the historic registry, and there is a property next to it that needs repair. Pam Barrett states the township needs a maintenance ordinance. There are three houses with absentee owners: a red house on River Rd and two on Hollow Rd south of Mosier's Knob.

Robert Lovenheim discusses the line between controlling maintenance versus a private property owner's preference. Brian Barrett states the township must be conscious of building safety, but can't take a ruler to someone's grass. The Board agrees that safety is the criteria that should be used to constitute blight or a condition that could be corrected. Ron Karasek states anything dangerous to the health of an individual or is structurally unsound is important, but aesthetic issues are different. The township has a hybrid type of ordinance, but could update that or adopt a property maintenance code. Pam Barrett states East Stroudsburg inspects rental units, and the township should consider doing the same. Jacob Pride replies taxes are much higher in the borough to compensate this. Pam Barrett

states the Zoning officer should do work. Brian Barrett states Tino Nocchi, the Building Code Official, can investigate unsound structures.

- b. Pam Barrett asks for an update on the fence on Mosier's Knob. Julia Heilakka states the township cannot comment on open investigations.

10. Robert Lovenheim motions to adjourn, Brian Barrett seconds; meeting adjourned at 6:39PM.

Minutes recorded by Julia Heilakka

Respectfully submitted:

A handwritten signature in black ink, appearing to be 'Julia Heilakka', written over a horizontal line.

Julia Heilakka, Assistant Secretary