

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
APRIL 10, 2024

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on April 10, 2024, 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 Michael Albert, Solicitor Ronold Karasek, Engineer Jon Tresslar, Administrative Coordinator Dyana Salvi, and Township Manager Julia Heilakka.

Also present are Janice Medwick, Joann Norris, Martha Carbone, Pat Owens, and Tara Mezzanotte.

Chair Jacob Pride calls the meeting to order at 6:01PM. A quorum is present.

1. The Pledge of Allegiance is recited.
2. Minutes
 - a. Robert Lovenheim motions to approve the minutes from the March 20, 2024, Joint Session, and the minutes from March 27, 2024, regular meeting, Michael Albert seconds. Vote: all in favor; minutes accepted.
3. Announcements
 - a. A Standing Executive Session was held on April 10, 2024, from 5:30PM to 5:56PM regarding zoning applications and property.
 - b. There is a Board of Supervisors and Planning Commission Joint Session on April 17, 2024, at 5:00PM.
 - c. Vote on Draft Ordinance No. 248 is Scheduled for April 24, 2024, at 6:00PM.
 - d. The Township was awarded PMVB Grant for \$7,955 River's Edge revitalization and classic grills at parks.
 - e. Spring Leaf Pick-Up is from April 15th through April 26th.
 - f. Spring Clean-Up is from May 15-18 from 8:00AM to 5:00PM at the Municipal Center.
4. Bills & Obligations
 - a. Consider: Consider: 3/27/2024- \$161,068.58 (General Fund: \$155,851.58), (Liquid Fuels Fund: \$0), (Escrow Fund: \$0),(Park & Rec Fund:\$5,217.00).

Robert Lovenheim motions to approve the bills, Michael Albert seconds. Kristine Karol asks to receive copies of Joint Session information prior to meetings. The Board states that the information can be found online. Vote: all in favor; motion carries.

5. Reports

- a. Solicitor's Report- Ronold Karasek states he reviewed the Ozgun lot joinder application, prepared the final draft of the road safety ordinance, prepared legal adds for Healthy Minds Conditional Use Hearing, and received and reviewed judgement on the pleadings for Shawnee Preservation lawsuit, which is now being discontinued. He researched township enforcement of private deed restrictions and reviewed the Township's draft nuisance ordinance.
- b. Engineer's Report- Jon Tresslar states he reviewed the proposed Ministerio Sketch Plan. He attended a Township meeting discussing plans for the community center house and is preparing a base plan. He researched the Ozgun lot joinder application and sent a letter.
- c. Board of Supervisors' Report- Jacob Pride states the Monroe County Veterans Service Officer Lisa Kaye will be giving a presentation at the next regular meeting on April 24, 2024. This presentation will have discussion of the property tax exemption process and provide resources for veteran benefits.

6. Consent Agenda

- a. Consider: Adopt Resolution No. 545- Berkheimer Administrator Designation
- b. Consider: Adopt Resolution No. 546- Fee Schedule Update
- c. Consider: Adopt Resolution No. 547- PMRS Administrator Designation

Robert Lovenheim motions to approve the consent agenda, Michael Albert seconds. Michael Albert clarifies consent item 8b. Vote: all in favor; motion carries.

7. Old Business

- a. Conditional Use Hearing: Healthy Minds Treatment Center. The hearing continues at 6:15PM. This hearing is transcribed by Donna Kenderdine Recording, LLC. The record stays open for 15 days after transcripts are received. Michael Albert motions to adjourn the hearing at 8:23PM, Robert Lovenheim seconds. Vote: all in favor; motion carries.
- b. Consider: Award Spring Clean-Up Bid to Marki Roll-Off Containers, Inc.

Robert Lovenheim motions to award the spring clean-up bid to Marki Rolloff Containers Inc, Michael Albert seconds. Vote: all in favor; motion carries.

c. Consider: Resolution No. 548- Ozgun Lot Joinder

Robert Lovenheim motions to table the consideration by request from the applicant, Michael Albert seconds. Michael Albert states there is discussion of withdrawing the application due to undevelopable land. Vote: all in favor; motion tabled.

d. Consider: Resolution No. 549- Appoint Liaison to NJDOT/I-80 PennDOT/611 Project

Robert Lovenheim motions to approve resolution No. 549, Jacob Pride seconds. Julia Heilakka states that this resolution will become No. 548 due to the tabling of the Ozgun lot joinder. Michael Albert relays the duties and responsibilities of a Liaison. Vote: all in favor; motion carries.

e. Discuss: Public Road Safety Ordinance

Robert Lovenheim states the memo was received today with a template. He suggests tabling the discussion and collaborating with the Township solicitor to sketch a plan connecting the road ordinance. The Board discusses the best practice for implementing the ordinance. Robert Lovenheim motions to table the discussion, Michael Albert seconds. Vote: all in favor; motion tabled.

f. Discuss: Local Share Account Grant Application

Michael Albert motions to table the discussion, Robert Lovenheim seconds. Vote: all in favor; motion tabled.

8. New Business

a. Discuss: Waterfront Park House Revitalization

b. Discuss: DCED Multi-Purpose Community Facilities Program

Robert Lovenheim motions to table 10a and strike 10b, Jacob Pride seconds. Vote: all in favor; motion carries.

c. Consider: Township to Pursue Broadband Ready Designation

Julia Heilakka states by pursuing the Broadband Ready Designation, there could be possibilities for grant applications. Michael Albert motions to approve the consideration, Jacob Pride seconds. Vote: all in favor; motion carries.

9. Public Comment

a. Janice Medwick asks for an update on the illegal business owned by Michael Ellis. Jacob Pride states that he has spoken with the Magisterial District Judge and confirmed the case was received. Janice Medwick asks if the wall and modifications to the property have

been addressed and asks for a deadline. Jacob Pride states the determining factor is during the court hearing, after which Ellis could be fined each day.

- b. Joann Norris states the website Shawnee Valley PRD was last updated November 16, 2023. She asks for an update with new information. Jacob Pride states the Board has not met to discuss. Ronold Karasek states that he spoke with the attorney on the case; the court's decision was the plans from 2005 or 2007 could proceed. Discussion of protecting wildlife ensues.
- c. Martha Carbone states both the 2005 and 2007 plans were looked at; she asks for a clear understanding between them. Jacob Pride states for each phase of the Shawnee Valley PRD project there will be consideration between the two plans. Martha Carbone asks for updates on the project; Ronold Karasek states there will be updates as necessary and a requirement of approval during a meeting. Martha Carbone asks if the road improvements requirements in the 2005 plan will be met. Michael Albert states if the plan reaches that stage they are required to be met.
- d. Pat Owens states there is now an Environmental Advisory Committee meeting that meets to discuss local environmental concerns. More information can be found on the Township website.
- e. Tara Mezzanotte states the NJDOT released the visual impact assessment for the retaining wall, and assessment for cultural and historic resources. She asks the Board if they want to be a consulting party; if so, a letter will need to be approved by the Board. There are two resolutions to consider. One supports safety measures on the New Jersey side, the other is asking the Metropolitan Planning Organization to initiate a study. Jacob Pride states this will be considered at the May 8 meeting.

Jacob Pride motions to add item 10d consideration to sign a letter for consulting parties' status for the I-80 eastbound retaining wall project, Robert Lovenheim seconds Vote: all in favor; motion carries.

Robert Lovenheim motions to approve the agenda item, Micheal Albert seconds. Vote: all in favor; motion carries.

10. Robert Lovenheim motions to adjourn, Jacob Pride seconds; meeting adjourned at 9:09PM.

Minutes recorded by Dyana Salvi

Respectfully submitted,



Julia Heilakka, Township Secretary