

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING  
APRIL 24, 2024

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A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on April 24, 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, Engineer Jon Tresslar, Solicitor Ronold Karasek via zoom, Administrative Coordinator Dyana Salvi, and Township Manager Julia Heilakka. Supervisor Michael Albert is not present.

Also present is Brett Cartwright, Lynn Schwartz, Tammy Booth, John Yolinski, Kristine Karol, Lisa Kaye, Pat Owens, Martha Carbone, JoAnn Norris, Tim Snow, Jean Turn, and Debbie Kulick.

1. Chair Jacob Pride calls the meeting to order at 6:00PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Minutes
  - a. Robert Lovenheim motions to approve the minutes from the April 10, 2024, regular meeting, Jacob Pride seconds. Vote: all in favor; minutes accepted.
4. Announcements
  - a. The Standing Executive Session on 4/24/2024 was cancelled.
  - b. The Board of Supervisors and Planning Commission Joint Session will be held on 5/15/2024 at 5:00PM to discuss zoning amendments and definitions.
  - c. Spring Leaf Pick-Up is April 15<sup>th</sup> - April 26<sup>th</sup>.
  - d. Spring Clean-Up is May 15th-18th from 8:00AM to 5:00PM at the Municipal Center.
5. Bills & Obligations
  - a. Consider: 4/24/2024 - \$187,298.71 (General Fund: \$187,298.71), (Liquid Fuels Fund: \$0), (Escrow Fund: \$0), (Park & Rec Fund: \$0).

Robert Lovenheim motions to approve the bills, Jacob Pride seconds. Vote: all in favor; motion carries.

6. Reports

- a. Solicitor's Report - Ronold Karasek states he attended the BOS meeting on March 27, 2024, the Planning Commission meeting on April 11, 2024, the March public hearing for the Healthy Minds Conditional Use matter, and the public comment period for the Mountain Manor matter. He completed the Township brief, where he outlined the Township's position on Mountain Manor. He completed additional work on the Ozgun Lot Joinder, and addressed concerns presented by the Township Engineer.
- b. Engineer's Report- Jon Tresslar completed reviewing the Ozgun Lot Joinder, and is currently inspecting Airstrip Road, which is scheduled to be paved next month.

Brett Cartwright asks the Township Engineer if the Vigon project required a variance. Jon Tresslar states the project met the conditions per the current wetland ordinance.

- c. Board of Supervisors' Report - Jacob Pride states the BOS meeting on May 8, 2024, anticipates allocations for fire and EMS revenue from the tax; there are ongoing discussions of resolutions.

Robert Lovenheim asks for the procedure for lost paperwork regarding a portion of land owned by a school district given to PennDOT. Ronold Karasek states he may need to research this before he can act. Julia Heilakka states she is currently researching this matter.

7. Consent Agenda

- a. Consider - Approve Northeast Masonry Quote for PMVB Grant.
- b. Consider - Approve RSVP Ad for June Volunteer Recognition Event.

Robert Lovenheim motions to approve the consent agenda, Jacob Pride seconds. Vote: all in favor; motion carries.

8. Old Business

- a. Public Hearing- Draft Ordinance No. 248- Nuisance.

The Public Hearing begins at 6:11PM. Ronold Karasek states the ordinance was advertised on April 16th in the Pocono Record. All the legal procedural requirements are in place.

Lynn Schwartz asks for the duration period of an appeal. Ronold Karasek states there is no appeal period, it is up to the discretion of the enforcement officer to file a complaint. The matter would then be taken to the court of common pleas.

Tammy Booth asks for an app to measure decibel levels. Julia Heilakka references the app NIOSH.

John Yolinski states his frustration from the noise of Back 9MX motorcross track.

Kristine Karol states her concern for enforcement of the noise ordinance, and notes inconsistencies for the time periods listed. Jacob Pride states the ordinance is new, and the Township will assess the needs and make future adjustments as necessary. Kristine Karol states her concern over sound graphs. Julia Heilakka references page 9 of the noise ordinance, and states there are exceptions to property noise outside the regulated hours. Robert Lovenheim states there could be a revised ordinance if necessary.

Ronold Karasek leaves at 6:22PM.

Tammy Booth confirms enforcement will go into effect if approved in five calendar days.

Robert Lovenheim motions to close the hearing at 6:41PM, Jacob Pride seconds. Vote: all in favor; motion carries.

b. Consider- Adopt Draft Ordinance No. 248- Nuisance.

Robert Lovenheim motions to consider adopting draft ordinance No. 248, Jacob Pride seconds. Vote: all in favor; motion carries.

9. New Business

a. Consider- Resolution No. 549- Update Fee Schedule to include Nuisance Fines.

Robert Lovenheim motions to adopt Resolution No. 549, Jacob Pride seconds. Tammy Booth asks about the fine structure. Jacob Pride states after the 3<sup>rd</sup> offence, each following offence will be \$500. Vote: all in favor; motion carries.

b. Presentation: Lisa Kaye, Monroe County VSO- Monroe County Veterans Affairs.

Lisa Kaye states she is an army veteran and current director for the Veterans Service Organization. The organization files benefits, provides cemetery flags, completes paperwork, files death claims and more. All services are free. Other services available at (<https://www.monroecountypa.gov/departments/veterans-affairs>.)

Pat Owens asks about service-connected disabilities, Lisa Kaye specifies criteria levels. JoAnn Norris praises the VSO and their support. Tim Snow asks about flag holders. Lisa Kaye clarifies they are provided by the VSO.

c. Consider- Hire Department of Public Works Employee.

Jacob Pride motions to hire Craig Ingrassia for the position of Department of Public Works position, Robert Lovenheim seconds. Vote: all in favor; motion carries.

10. Public Comment

- a. Martha Carbone asks about a special event permit for a community event at Shawnee playhouse. Jacob Pride states it will be considered at the next BOS meeting on May 8th.
- b. Brett Cartwright states the intersection of Gap View Drive and State Route 209 is dangerous and asks for solutions. Jean Turn states she reached out to PennDOT who reiterated this was a Township matter. Jacob Pride states the Township will investigate. Kristine Karol discusses the possibilities of adding a sign to the intersection. Discussion of permitted signs transpires.
- c. Jean Turn asks about the economic development committee agenda item. Jacob Pride states it will return when all three Board members are present.
- d. Tim Snow clarifies the involvement of the joint fire and EMS meeting. Debbie Kulick confirms the members who were present.

11. Robert Lovenheim motions to adjourn, Jacob Pride seconds; meeting adjourned at 7:19PM.

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Minutes recorded by Dyana Salvi

Respectfully submitted:



Julia Heilakka, Township Secretary