

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
MAY 8, 2024

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on May 8, 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, Conservation and Recreation Director Alex Jackson, and Township Manager Julia Heilakka.

Also present are Kristine Karol, JoAnn Norris, Brett Cartwright, Martha Carbone, Marguerite Vecchio, Debbie Kulick, Pat Owens, Jonno Rabtman, Tara Freeman, Vicki Ozgun, Jolene Natosi, Phil Natosi, Gary Van Horn, and Norm Fish.

1. Chair Jacob Pride calls the meeting to order at 6:08PM. A quorum is present.
2. The Pledge of Allegiance is recited.
3. Minutes

April 17, 2024- BOS/PC Joint Session Meeting

Robert Lovenheim motions to approve the minutes from the April 17, 2024, BOS and PC Joint Session Meeting, Michael Albert seconds. Vote: all in favor; minutes accepted.

- a. April 24, 2024- Regular Meeting- Tabled

Michael Albert motions to table the minutes from the April 24, 2024, regular meeting, Robert Lovenheim seconds. Vote: all in favor; minutes tabled.

4. Announcements
 - a. There was a standing executive session on 5/8/24 from 5:30PM to 6:07PM regarding personnel and legal strategies.
 - b. There was an executive session on 5/1/24 from 5:39PM to 6:42PM regarding personnel.
 - c. There is a Board of Supervisors and Planning Commission Joint Session on May 15, 2024, at 5:00PM.
 - d. Spring Clean-Up is from May 15 through May 18 from 8:00AM to 5:00PM at the Municipal Center.
 - e. There are community garden plots available through May 22, 2024. Sign-ups are through the Administrative Coordinator.

5. Bills & Obligations

- a. Consider: 5/8/24- \$441,768.69 (General Fund: \$261,354.30), (Liquid Fuels Fund: \$0), (Escrow Fund: \$0), (Park& Rec Fund: \$0), (Capital Improvement Grant Fund: \$120,414.39).

Robert Lovenheim motions to approve the bills, Michael Albert seconds. Kristine Karol clarifies the bill amount. Vote: all in favor; motion carries.

6. Reports

- a. Solicitor's Report: Ronold Karasek states he attended two BOS and one Planning Commission meeting. He attended two public hearings; Healthy Minds and Mountain Manor, where he also prepared briefs. The Shawnee Valley Preservation Society lawsuit was discontinued from the court. He reviewed the conditional use application regarding 133 Worthington Avenue, the new Franklin Hill plan, and the Ministerio Sketch Plan. He worked with Alex Jackson regarding Township Resolution No. 392. Ronold Karasek describes the status of 198 Craigs Meadow motorcross track case. The Board discusses the Healthy Minds matter; Kristine Karol provides an update.
- b. Engineer's Report: Jon Tresslar states he worked with Alex Jackson on the wetlands ordinance modifications. There is continuation of inspections on Airstrip Road. There was work completed regarding a right of way on Arthur Lane. Electronic files have been received; he is currently working towards a base plan for a community center. There was a letter issued for 133 Worthington Avenue; the application is now withdrawn.
- c. Board of Supervisors' Report: Jacob Pride states the EMS will be presenting a report within future regular meetings.

7. Consent Agenda:

- a. Consider: Request for Technical Assistance from Monroe County Planning Commission regarding the Official Map Update.
- b. Consider: Authorize Letter of Invitation to Natural Lands for EAC Presentation.
- c. Consider: Approve Special Event Permit- SPS Community Day & Waive Fee.
- d. Consider: Approve Special Event Permit- 1836 Saloon.
- e. Consider: Approve Signal Service Contract Renewal.
- f. Consider: Approve Green Light Go Extension.
- g. Consider: Approve Green Light Go Payment Application No.2.

- h. Consider: Approve Kobalt Construction Retainage Payment.
- i. Consider: Appoint David Steckel of Fitzpatrick, Lentz, and Bubba as Special Solicitor for Labor relations at a rate of \$275 per hour.
- j. Consider: Appoint T&M Associates to serve as Alternate Zoning/Codes Enforcement Officer.
- k. Consider: Adopt Resolution No. 550- Marshalls Falls GTRP Application
- l. Consider: Match Commitment Letter Marshalls Falls DCED GTRP.

Robert Lovenheim suggests sending 1836 Saloon a copy of the new noise ordinance.

Michael Albert motions to approve the consent agenda with the exception of item d, Robert Lovenheim seconds. Martha Carbone confirms a certificate of insurance for item c. Julia Heilakka clarifies item h as a grant match. JoAnn Norris questions the Township's contribution amount. Jacob Pride states this is a state grant. Marguerite Vecchio clarifies the initials DCED GTRP. Vote: all in favor; motion carries.

Michael Albert motions to approve item d contingent on payment of amount due to Smithfield Sewer Authority, Robert Lovenheim seconds. Phil and Jolene Natosi ask for a copy of the bill. Vote: all in favor; motion carries.

8. Old Business

- a. Discuss: Waterfront Park House Revitalization.

Jon Tresslar received the electronic files, which will be shared with the Board once reviewed. Discussion of a community center transpires. Kristine Karol describes a scout troop that currently meets at the house. She states there is a need for a community center. Michael Albert questions the size and details of a future community space. Debbie Kulick shares possible community center uses. Julia Heilakka states a planning grant produces a master site plan. Kristine Karol clarifies access to the building for scout meetings.

- b. Discuss: Statewide Waterway Access Grant.

Alex Jackson states this planning grant would be for non-motorized boats, located at Minisink Park. Michael Albert clarifies this planning grant would provide feasibility of the structure and determine the possibility of using the site. Robert Lovenheim states it is a kayak launching point. Alex Jackson states the planning grant is \$6,000 with a Township match of \$6,000. Alex Jackson is researching the matter and will return with more information. Pat Owens asks if environmental factors have been considered.

Jonno Rabtman states the proposed boat launch is located downstream from the water treatment plant. He describes the condition of the water, and the no swimming signs. Alex Jackson states there is a community need for a non-motorized boat launch, and addresses water concerns.

Tara Freeman asks for the location of the boat launch and describes the current conditions of the proposed area. Jacob Pride states this will be addressed at a later date once more information is received.

Marguerite Vecchio asks for grant information regarding River's Edge Bike Park. Jacob Pride states the Township has a 50,000 grant for a master site plan. Marguerite Vecchio states the bicycle concerns of River's Edge Bike Park, Julia Heilakka states she is researching the matter.

The public questions the use of the boat launch, and clarifies it is for private use. Alex Jackson states the use is for members of the public. He discusses engagement at future River's Edge meetings, there is more information available on the website. Tara Freeman describes her frustration of lack of information. Jacob Pride confirms future meetings will be published.

9. New Business

a. Discuss: Zoning Ordinance Amendment regarding Wetlands.

Alex Jackson states the Amendment allows for clear language regarding the wetlands. Michael Albert asks what has changed. Alex Jackson describes specific language of updated definitions and regulations. JoAnn Norris asks for clarification of the buffer zone. Alex Jackson states there is a 75-foot buffer zone. Martha Carbone clarifies stormwater and buffer zone.

Vicky Ozgun clarifies a 150-foot buffer, Alex Jackson states this is for stormwater management. Jon Tresslar states this applies if there is a disturbance of more than one acre, the relief would come from the Zoning Hearing Board.

Brett Cartwright asks for clarification of the Vigon project. Jon Tresslar states he recalls them approaching the wetland margin and was given relief.

Jacob Pride leaves at 7:30PM and returns at 7:32PM.

JoAnn Norris asks if wetland delineation is required. Michael Albert clarifies there is approval needed. Kristine Karol asks for the zoning chapter, and where information is located. Alex Jackson states it will be available on the website.

Michael Albert motions for the Planning Commissions to review the wetlands ordinance, Robert Lovenheim seconds. Vote: all in favor; motion carries.

- b. Consider: Adopt Resolution No. 551- Fire Tax Disbursements & Standards.

Gary Van Horn clarifies the percentage amount. Norm Fish clarifies the removal of road drives; he states they are beneficial for funding. Michael Albert states it will be considered next year.

Jacob Pride motions to consider Adopt Resolution No 551, Robert Lovenheim seconds. Vote: all in favor; motion carries.

- c. Consider: Authorize Marshalls Creek Fire Co. Participation on Smithfield Auto Policy.

Robert Lovenheim motions to authorize Marshalls Creek Fire Co. consideration, Michael Albert seconds. Julia Heilakka states it will lower costs. Vote: all in favor; motion carries.

- d. Consider: Adopt Resolution No. 552- Emergency Medical Service Tax Disbursements & Procedures.

Michael Albert states the goal is for the townships to have similar requirements. Debbie Kulick clarifies restrictions and fiscal year period. Robert Lovenheim motions to adopt Resolution No. 552. Michael Albert seconds. Vote: all in favor; motion carries.

- e. Consider: Adopt Resolution No. 553- Request I-80/611 Corridor Study.

Robert Lovenheim motions to adopt Resolution No. 553, Michael Albert seconds. Vote: all in favor; motion carries.

- f. Consider Adopt Resolution No. 554- Request Immediate I-80 Curve Safety Improvements.

Michael Albert and Robert Lovenheim motion to adopt Resolution No. 554, Jacob Pride seconds. Vote: all in favor; motion carries.


10. Public Comment

- a. Brett Cartwright makes a community joke.

11. Robert Lovenheim motions to adjourn, Jacob Pride seconds; meeting adjourned at 8:03PM.

Minutes recorded by Dyana Salvi

Respectfully submitted:


Julia Heilakka, Township Secretary