

THE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
REGULAR BUSINESS MEETING
MAY 22, 2024

A Regular Business Meeting of the Smithfield Township Board of Supervisors was held on May 22, 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 (via Zoom), Engineer Jon Tresslar, Administrative Coordinator Dyana Salvi, and Township Manager Julia Heilakka.

Also present are Kristine Karol, Janice Medwick, Tim Snow, Lynn Schwartz, Brett Cartwright, Jean Turn, Pat Owens, JoAnn Norris, Nate Oiler, Vicky Ozgun, Debbie Kulick, Bob Marki, and Ed Regina.

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 24, 2024, regular meeting, Jacob Pride seconds. Vote: all in favor; minutes accepted.
 - b. Robert Lovenheim motions to approve the minutes from the May 8, 2024, regular meeting, Michael Albert seconds. Vote: all in favor; minutes accepted.
4. Announcements
 - a. There was an executive session on May 22, 2024, from 5:12PM to 5:58PM regarding litigation on the Ellis matter.
 - b. There is a Hazardous Waste Collection Event on June 15, 2024, from 8AM-2PM through the Monroe County Municipal Waste Management Authority.
5. Bills & Obligations
 - a. Consider: – \$535,125.48 - (General Fund: \$67,631.84), (Liquid Fuels Fund: \$0), (Escrow Fund: \$0), (Park & Rec Fund: \$0), (Capital Improvement Grant Fund: \$107,195.38 (Fire Tax Fund: \$238,945.45), (EMS Tax Fund: \$121,352.81).

Robert Lovenheim motions to approve the bills, Michael Albert seconds. Michael Albert clarifies tax appeal refunds and the Green Light GO grant. Vote: all in favor; minutes accepted.

6. Reports

- a. Solicitor's Report: Ronold Karasek states the Ellis matter was heard by the Magisterial District Judge where the Township prevailed. Ellis appealed the decision to the Monroe County Court. The judge accepted the appeal and found Ellis should win on a technicality. The District Attorney advised Ronold Karasek to appeal the ruling. There is a hearing scheduled for June 3, 2024, with the Magisterial District Judge.

Jacob Pride motions to have Solicitor Karasek appeal to the Court of Common Pleas in the Ellis matter, Robert Lovenheim seconds. Janice Medick states she can testify as a witness if needed and will be present for the hearing on June 3rd. Vote: all in favor; motion carries.

Michael Albert motions to appoint Solicitor Karasek to prosecute the hearing on June 3rd, 2024, Robert Lovenheim seconds. Ronold Karasek invites witnesses to the hearing. Janice Medwick states she will attend and bring evidence pertaining to the case. Vote: all in favor; motion carries.

Ronold Karasek states he attended the Zoning Hearing Board meeting and prepared the final brief earlier in May. Ronold Karasek leaves at 6:22PM.

- b. Engineer's Report: Jon Tresslar states Airstrip Road is being inspected, and there is work done on the Wellness Park Plan. He has reviewed Prices Landing Road but requires more information.
- c. Board of Supervisors' Report: Jacob Pride states Spring Clean-Up was a success. The bridge at Marshalls Falls was painted black to cover graffiti. Julia Heilakka states the Township was awarded an LSA grant for \$248,437. This grant will allow Marshalls Creek Fire Company to upgrade equipment and security.

7. Consent Agenda

- a. Consider: Authorize Internship with Catherine Pascal.
- b. Consider: Grant SEP – 4th Annual Olde Truck Show & Waive Fee.
- c. Consider: Grant SEP – Pocono Food Truck Festival & Independence Day Fireworks Display & Waive Fee.

Lynn Schwartz clarifies the location and times of the festival.

Robert Lovenheim motions to approve items a and b of the consent agenda, Michael Albert seconds. Vote: all in favor; motion carries.

Robert Lovenheim motions to approve item c of the consent agenda, Jacob Pride seconds. Vote: Robert Lovenheim and Jacob Pride in favor, Michael Albert abstains because of a potential conflict of interest; motion carries.

8. Old Business

- a. Consider: Franklin Hill Minor Subdivision.

Jon Tresslar states the easement from the Shakaitis property has not been received. Michael Albert motions to table Franklin Hill Minor Subdivision, Robert Lovenheim seconds. Vote: all in favor; motion carries.

9. New Business

- a. Consider: Schedule Stroudsburg Airpark Public Hearing for Zoning Change Request.

Nate Oiler states the property is currently owned by Pocono-Stroudsburg Airport Inc; he asks for rezoning of the current R1 zone to M1 zone. Julia Heilakka states the hearing will take place on June 26, 2024, regular meeting and will require advertising.

Michael Albert motions to schedule the hearing for June 26, 2024, Robert Lovenheim seconds. Vicky Ozgun clarifies the term airpark. Vote: all in favor; motion carries.

- b. Designate: Noise Control Officers.

Robert Lovenheim states requirements need to be researched before assigning Noise Control Officers. The Board discusses using noise readers.

Michael Albert motions to table item b, Robert Lovenheim seconds. Lynn Schwartz clarifies that the Zoning Officer issues citations. Michael Albert explains there are plans to designate another member of staff to enforce the ordinance. Brett Cartwright asks if the app is effective and how the data is collected. Michael Albert states the app is effective for the homeowner to report the noise, then the noise readers will be used to provide an accurate reading. Vote: all in favor; motion carries.

- c. Discuss: Non-governmental Contribution & Standards.

The Board discusses removing the \$10,000 that is allotted for donations to non-profit organizations. Jacob Pride suggests donating to select organizations.

Pat Owens discusses gaining public involvement within the EAC to raise funding. The Board discusses the possibility of pursuing a donation policy. Vicky Ozgun asks if the Township would consider donating to HOAs.

- d. Discuss: Special Event Permits Reform.

The Board discusses removing special event permits; they are nonessential and produce limited income. Michael Albert discusses reasons why they could prove beneficial in compliance with zoning regulations. An ordinance change is required to make modifications, with plans to finalize changes the following year. Jean Turn suggests making changes to the fee schedule to expedite the payment removal process. Julia Heilakka states a resolution will be added to the consent agenda for consideration at the regular meeting on June 12, 2024.

- e. Discuss: Status Update for Ellis Enforcement.

Janice Medwick states her concern for lack of permits and increasing modifications to the Ellis property. She clarifies guidelines of the Townships role and an HOA.

- f. Discuss: Contract with Walter Sansone- Sculptures Per Grant.

Waterfront Park is scheduled to receive three completed sculptures. There is work needed to create paths and receive permits before the statues can be delivered. Jon Tresslar states it may take between 3-6 months. Pat Owens asks for clarification on the payment contract. Michael Albert states the final payment is due when the completed statues have been delivered. JoAnn Norris asks for specifications of the statues. Kristine Karol asks what equipment will be used to create paths. Bob Marki suggests an agreement of a revised payment contract; the Board states it may be possible.

10. Public Comment

- a. Ed Regina asks if there are plans to revive the airport. Robert Lovenheim states the new owners may reopen the airport.
- b. Brett Cartwright asks about recycling education in the Township. Julia Heilakka states there are multiple waste companies with contrasting recycling regulations. Kristine Karol describes recycling regulations. Bob Marki describes the recycling market.
- c. JoAnn Norris clarifies the bill amounts.
- d. Debbie Kulick states free CPR classes will soon be available. There is a free class on the administering of NARCAN and EpiPens on May 29, 2024, at 6:30PM located at Middle Smithfield Township Community Center.
- e. Kristine Karol asks for a breakdown of the bill pack for the public.
- f. Lynn Schwartz asks for details regarding the 1836 Saloon special event permit. The Board confirms it is a car show.

- g. Kristine Karol clarifies firework regulations. The Board explains they are regulated at the state and federal level. Tim Snow describes local firework shows.

11. Robert Lovenheim motions to adjourn, Jacob Pride seconds; meeting adjourned at 7:40PM.

Minutes recorded by Dyana Salvi

Respectfully submitted:



Julia Heilakka, Township Secretary