

SMITHFIELD TOWNSHIP BOARD of SUPERVISORS
REGULAR MEETING – AUGUST 13, 2024, AT 6:00PM

A Regular Meeting of the Smithfield Township Board of Supervisors was held on August 13, 2024, at the Smithfield Township Municipal Center at 1155 Red Fox Rd, East Stroudsburg, PA 18301, and via Zoom.

Present are Supervisors Jacob Pride, Michael Albert, and Robert Lovenheim (via Zoom), Solicitor Ronold Karasek, Engineer Jon Tresslar, Administrative Coordinator Dyana Salvi, and Township Manager Julia Heilakka.

Also present are Kristine Karol, Marguerite Vecchio, Tim Snow, JoAnn Norris, Tara Mezzanotte, Martha Carbone, Melissa Hutchison, Bill Hopkins, Tammy Booth, Cathy Kulesza, Attorney Sam Franklin, Nate Oiler, and Brett Cartwright.

1. **Chair Jacob Pride calls the meeting to order at 6:09PM.** A quorum is present.
2. **The Pledge of Allegiance is recited.**
3. **Announcements:**
 - a. There was a Standing Executive Session from 8/13/24 from 5:30PM to 6:07PM regarding personnel and litigation.
 - b. The Board of Supervisors schedule changed to the second and fourth Tuesday of the month, beginning in August.
 - c. Save the Date: Smithfield Township's Trunk or Treat & Fall Fest will be held October 26, 2024, from 1:00PM to 4:00PM.
 - d. Save the Date: River's Edge Bike Park Committee will be held August 28, 2024, at 6:00PM. More information to come.

4. **Minutes:**

- a. **Regular Meeting of June 26, 2024.**
- b. **Regular Meeting of July 24, 2024.**

Michael Albert motions to approve the minutes, Robert Lovenheim seconds. Vote: all in favor; minutes accepted.

5. **Bills & Obligations**

- a. Consider: 8/13/2024 – \$147,776.67 (General Fund Ratification: \$34,869.87, General Fund: \$74,746.60, Liquid Fuels Fund: \$33,827.12, Escrow Fund: \$4,333.08).

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

6. Reports:

a. I-80/611 Report- Tara Mezzanotte describes Resolution No. 563 to be passed under New Business. This would support the Council of Environmental Quality and the Advisory Council of Historic Preservation. Route 611 is scheduled for construction to open the road's two lanes within eight to ten weeks. Tim Snow asks if Delaware Water Gap Borough is included in future meetings. Tara Mezzanotte clarifies the mayor has been representing Delaware Water Gap Borough.

b. Solicitors Report- Ronold Karasek states he completed the injunction complaint for Back 9 MX and is preparing to file. He received emails regarding the Delaware Water Gap Borough eminent domain request for a waterline repair for residents in Smithfield Township. The resolution has been prepared; further clarification is needed. The Ellis hearing took place on August 12, 2024, where the Township prevailed. He attended the Planning Commission meeting on August 8, 2024, with discussion of the Shukaitis plan. The current Blue Ridge Cable reimbursement matter may require a future letter.

Martha Carbone asks for clarification regarding BRC. The Board clarifies BRC stopped collecting cable tax. Kristine Karol confirms the tax collection.

c. Engineers Report- Jon Tresslar states he completed the Wellness Park plans, with plans to submit to the Conservation District. The masterplan for River's Edge Bike Park will hold a meeting later this month. The Airstrip Road developer is preparing to dedicate the road to the Township. The Green Mountain Bridge right of way agreements are in process, with preparation of repairs.

JoAnn Norris clarifies that Green Mountain Bridge design will remain the same. Kristine Karol clarifies that Healthy Minds was not reviewed. JoAnn Norris clarifies the dedication of Airstrip Road and asks if there have been further plans for Ted Hunter and the Shawnee Valley PRD. Jon Tresslar states he is moving forward with the approved plans from 2005. Martha Carbone clarifies the sketch plan with changes.

d. Supervisors Comments- Jacob Pride mentions the passing of Bob Weidner and the impact he made on the community. Kristine Karol and Tammy Booth clarify the location of Airstrip and Airport Roads.

7. Presentation: MS-4 Annual Update- Melissa Hutchison provides the MS-4 annual update. Jon Tresslar states the water can be further improved with buffer work.

8. Old Business: None.

9. New Business:

a. Consider: Approve Consent Agenda.

- i. Consider: Adopt Resolution No. 563- I-80/SR611 Updates.
- ii. Consider: Adopt Resolution No. 564 – Update to Fee Schedule.
- iii. Consider: Ratify Hiring of Jeremy Popecki to Department of Public Works per Collective Bargaining Agreement with Teamster No. 773.

Michael Albert motions to approve the consent agenda, Jacob Pride seconds. Michael Albert clarifies the new update to the fee schedule. Vote: all in favor; motion carries.

b. Consider: Designation of Noise Control Officers.

Jacob Pride states Robert Lovenheim will be a designated Noise Control Officer, who will report all investigations to the Zoning/Codes and Enforcement Officer. Tammy Booth discusses having a weekend officer; the Board discusses the possibility of utilizing a constable as needed. Ronold Karasek discusses the legality of the enforcement and the appeal process. Cathy Kulesza states Back 9 MX previously used her address as their residence. Tim Snow clarifies access to the noise meter. Kristine Karol clarifies who can be appointed as Noise Control Officers. JoAnn Norris suggests the possibility of designating the Department of Public Works Crew.

Jacob Pride motions to designate Robert Lovenheim as the Designated Noise Control Officer; Township Manager has the authority to designate future Noise Control Officers, Michael Albert seconds. Vote: all in favor; motion carries.

c. Consider: Approve Special Event Permit for Shooting Star Fireworks.

Jacob Pride motions to approve the special event permit, Robert Lovenheim seconds. Vote: Jacob Pride and Robert Lovenheim in favor, Michael Albert abstains due to conflict of interest with Shawnee Inn; motion carries.

d. Consider: Adopt Resolution No. 565 – Authorizing Delaware Water Gap Borough Eminent Domain Action for Existing Waterline Repair.

Michael Albert motions to adopt Resolution No. 565, Jacob Pride seconds. Vote: all in favor; motion carries.

e. Consider: Adopt Resolution No. 566 – Lot Joinder for Smooth Dog Enterprise, LLC.

Bill Hopkins describes the proposal to combine two lots. Jon Tresslar reviewed the plan and noted changes. Attorney Sam Franklin states the proposal is to make the ownership common, and then join the lots. Julia Heilakka requests Smithfield Sewer Authority bills be paid in full as a condition of appeal.

Michael Albert motions to adopt Resolution No. 566 with the provision to pay Smithfield Sewer Authority bills in full, Robert Lovenheim seconds. Vote: all in favor; motion carries.

f. Discuss: Revised Shukaitis Sketch Plan.

Nate Oiler states the Shukaitis sketch plan is revised to include 3 lots. There are plans for a common shared driveway, with the option of paving the shared portion. Jon Tresslar discusses methods for stormwater management along Franklin Hill Road. Ronold Karasek recommends a formal letter or SALDO waiver request be submitted to the Township for clarification. Brett Cartwright comments on the safety along Franklin Hill Road.


10. Public Comment

- a. Marguerite Vecchio clarifies the Townships thoughts on private roads. The Board states there is a preference for all new roads to be dedicated to the Township, understanding the situation with Prices Landing is different.

11. Adjournment: Michael Albert motions to adjourn, Jacob Pride seconds. Vote: all in favor; meeting adjourned at 7:38PM.

Minutes Recorded by Dyana Salvi

Respectfully submitted,



Julia Heilakka, Township Secretary