

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING – SEPTEMBER 24, 2024, AT 6:00PM

**AGENDA**

1. Call Meeting to Order: Chair Jacob A. Pride.
2. Pledge of Allegiance.
3. Announcements:
  - a. Standing Executive Session from 5:00 p.m. to 5:\_\_\_p.m. re:\_\_\_\_\_.
  - b. Save the Date: Smithfield Township Trunk or Treat & Fall Fest to be held October 26, 2024 from 1 p.m. to 4 p.m.
4. Minutes:
  - a. None.
5. Bills & Obligations: \$188,596.69
  - a. Ratify: \$64,802.63 (General Fund: \$62,472.63, Escrow Fund: \$2,330.00).
  - b. Consider: \$123,794.06 (General Fund: \$61,366.64, Liquid Fuels Fund: \$55,434.50, Escrow Fund: \$6,992.92)
6. Reports:
  - a. Solicitor’s Report.
  - b. Engineer’s Report.
  - c. Township Manager’s Report.
  - d. Supervisors’ Comments.
7. Old Business:
  - a. None.
8. New Business:
  - a. Consider: Approve Consent Agenda.
    - i. Consider: Adopt Smithfield Township Personnel Manual.
    - ii. Consider: Adopt Resolution No. 570 – BCRA Grant Agreements.
    - iii. Consider: Ratify PMRS Minimum Municipal Obligation Letter.

- iv. Consider: Ratify Application to Monroe County for Hotel Tax Funds.
  - b. Discussion: 630 Seven Bridge Rd. Sketch Plan.
  - c. Consider: Ordinance No. 252 – Noise Ordinance Update.
  - d. Consider: Request Planning Commission Reviews of Draft Ordinance No. 254 – Addition of Special Exception Criteria.
  - e. Discussion: Data Center Criteria.
  - f. Consider: Adopt Resolution No. 571 – DCED LSA Grant Application.
  - g. Consider: Select Proposal for Engineering Services – Marshalls Falls House Demolition.
  - h. Consider: Continue Smithfield Township Affiliation with Brodhead Watershed Association.
9. Public Comment.
10. Adjournment.

**Upcoming Township Meetings**

**Board of Supervisors** October 8<sup>th</sup> at 6 p.m.  
**Planning Commission** October 10<sup>th</sup> at 7 p.m.  
**Environmental Advisory Council** October 15<sup>th</sup> at 7 p.m.  
**Board of Supervisors & Planning Commission Joint Session – Signage** October 17<sup>th</sup> at 7 p.m.  
**River’s Edge Bike Park Committee** TBA

**Smithfield Township**  
**Unpaid Bills Detail**  
As of September 24, 2024

**BILL PACK - TOTAL:     \$188,596.69**

**BILL PACK - RATIFY TOTAL:     \$64,802.63**

**BILL PACK - APPROVE TOTAL:     \$123,794.06**

**BILL PACK - GENERAL FUND - RATIFY: \$     62,472.63**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>Bianca Montalvo Izehuatl</b>				
	Bill	09/03/2024	AugInvoices	840.00
Total Bianca Montalvo Izelhauti				840.00
<b>Brent Lebar</b>				
	Bill	09/03/2024	AugInvoices	1,452.50
Total Brent Lebar				1,452.50
<b>Carmen Beincasa</b>				
	Bill	09/03/2024	AugInvoices	420.00
Total Carmen Beincasa				420.00
<b>Christopher Magee</b>				
	Bill	09/03/2024	AugInvoices	776.70
Total Christopher Magee				776.70
<b>Concepcion Montalvo Izehault</b>				
	Bill	09/03/2024	AugInvoices	350.00
Total Concepcion Montalvo Izehault				350.00
<b>Ian Rosario</b>				
	Bill	09/03/2024	AugInvoices	1,850.90
Total Ian Rosario				1,850.90
<b>Johnson Ronaldo</b>				
	Bill	07/31/2024	JulyInvoices	448.09
	Bill	09/03/2024	AugInvoices	293.40
Total Johnson Ronaldo				741.49
<b>Joseph Benincasa</b>				
	Bill	09/03/2024	AugInvoices	420.00
Total Joseph Benincasa				420.00
<b>Joseph DeBarolo</b>				

**Smithfield Township**  
**Unpaid Bills Detail**  
 As of September 24, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
	Bill	09/03/2024	AugInvoices	3,949.24
Total Joseph DeBarolo				3,949.24
<b>Karasek Law Offices, LLC</b>				
	Bill	09/10/2024	1869681623	480.00
	Bill	09/10/2024	1869681617	690.00
	Bill	09/10/2024	1869681618	1,562.50
	Bill	09/10/2024	1869681624	930.00
	Bill	09/10/2024	1869681622	1,530.00
	Bill	09/10/2024	1869681625	1,377.50
	Bill	09/10/2024	1869681620	1,100.00
Total Karasek Law Offices, LLC				7,670.00
<b>Megan Kisnbaugh</b>				
	Bill	09/03/2024	AugInvoices	1,452.50
Total Megan Kisnbaugh				1,452.50
<b>Michelle Teresa Prosanski</b>				
	Bill	09/03/2024	AugInvoices	2,100.00
Total Michelle Teresa Prosanski				2,100.00
<b>Payrolls Unlimited/ExecuPay</b>				
	Bill	09/19/2024	Chk Date 9/19/2024	34,871.46
Total Payrolls Unlimited/Execupay				34,871.46
<b>Ryan Bis</b>				
	Bill	09/03/2024	AugInvoices	5,577.84
Total Ryan Bis				5,577.84
<b>TOTAL</b>				<b>62,472.63</b>

**BILL PACK - PROFESSIONAL FEES ESCROW FUND - RATIFY: \$ 2,330.00**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>Karasek Law Offices LLC</b>				
	Bill	09/10/2024	1869681621	350.00
	Bill	09/10/2024	1869681619	80.00
	Bill	09/10/2024	1869681616	1,220.00
	Bill	09/10/2024	1869681615	680.00
Total Karasek Law Offices LL				2,330.00

**TOTAL** **2,330.00**

**BILL PACK - LIQUID FUELS HIGHWAY FUND - APPROVE: \$ 55,434.50**

**Smithfield Township**  
**Unpaid Bills Detail**  
As of September 24, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>EUREKA STONE QUARRY, INC.</b>				
	Bill	09/03/2024	623529	6,432.51
	Bill	09/04/2024	623910	3,767.10
	Bill	09/06/2024	624221	17,089.73
	Bill	09/09/2024	624364	20,851.67
	Bill	09/10/2024	624531	7,293.49
Total EUREKA STONE QUARRY, INC.				55,434.50
<b>TOTAL</b>				<b>55,434.50</b>

<b>BILL PACK - PROFESSIONAL FEES ESCROW FUND - APPROVE: \$</b>	<b>6,992.92</b>
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	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>HANOVER ENGINEERING ASSOCIATES, INC.</b>				
	Bill	09/12/2024	193523	837.35
	Bill	09/12/2024	193524	310.16
	Bill	09/12/2024	193526	332.50
	Bill	09/12/2024	193527	47.50
	Bill	09/12/2024	193525	577.93
Total HANOVER ENGINEERING ASSOCIATES, INC.				2,105.44
<b>T&amp;M Associates</b>				
	Bill	09/06/2024	JRM470059	937.75
	Bill	09/06/2024	JRM470060	70.75
	Bill	09/06/2024	JRM470067	380.44
	Bill	09/06/2024	JRM470068	153.72
	Bill	09/06/2024	JRM470069	1,577.98
	Bill	09/06/2024	JRM470070	325.34
	Bill	09/06/2024	JRM470071	1,319.50
	Bill	09/06/2024	JRM470350	122.00
Total T&M Associates				4,887.48
<b>TOTAL</b>				<b>6,992.92</b>

<b>BILL PACK - GENERAL FUND - APPROVE: \$</b>	<b>61,366.64</b>
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<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
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