

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR BUSINESS MEETING – DECEMBER 10, 2024, AT 6:00PM

**AGENDA**

1. Call Meeting to Order: Chair Jacob A. Pride.
2. Pledge of Allegiance.
3. Members Present.
4. Announcements:
  - a. Standing Executive Session from 5:30 p.m. to 5:\_\_\_p.m. re:\_\_\_\_\_.
5. Minutes:
  - a. October 17, 2024 Joint Session.
  - b. October 18, 2024 Special Meeting.
  - c. November 19, 2024 Regular Meeting.
  - d. November 26, 2024 Special Meeting.
6. Bills & Obligations: \$115,805.34
  - a. Ratify: 11/27/2024 – 12/9/2024 – \$36,308.54 - (General Fund: \$36,308.54).
  - b. Consider: 12/10/2024 – \$79,496.80 - (General Fund: \$75,257.35, Fire Fund: \$369.89, EMS Fund: \$199.17, Escrow Fund:\$3,609.39, Capital Improvement Grant Fund: \$61.00)
7. Reports:
  - a. Solicitor’s Report.
  - b. Engineer’s Report.
  - c. Township Manager’s Report.
  - d. Environmental Advisory Council Report.
  - e. I-80/SR 611 Report.
  - f. Supervisors’ Comments.
8. Old Business:
  - a. Public Hearing: Draft Ordinance No. 253 – B-1, B-2, and Bed & Breakfast Update.

*Agenda Continues Next Page*

9. New Business:

- a. Consider: Approve Consent Agenda.
  - i. Consider: Approve Shawnee Fire Co. Eligibility List.
  - ii. Consider: Approve Bushkill Emergency Corps VSTCP Eligibility List.
  - iii. Consider: Approve Collective Bargaining Agreement with Teamsters Local 773.
  - iv. Consider: Approve Memorandum of Understanding with Monroe County RSVP.
  - v. Consider: Adopt Resolution No. 575 – PMRS Contribution.
- b. Consider: Waiver Request from LTS Homes LLC.
- c. Discuss: Delaware Water Gap Fire Co. Status.
- d. Discuss: Lighting Ordinance Updates.
- e. Discuss: Housing in Smithfield Township.
- f. Consider: Scope of Work for Vision Loss Trail.

10. Public Comment.

11. Adjournment.

**Upcoming Township Meetings**

**Board of Supervisors - River's Edge Bike Park December 11<sup>th</sup> at 6 p.m**  
**Board of Supervisors & Planning Commission Joint Session (Signage) December 12<sup>th</sup> at 6 p.m.**  
**Planning Commission December 12<sup>th</sup> at 7 p.m.**  
**Board of Supervisors December 17<sup>th</sup> at 6 p.m.**  
**Environmental Advisory Council December 18<sup>th</sup> at 7 p.m..**

**Smithfield Township**  
**Unpaid Bills**  
As of December 10, 2024

**BILL PACK - TOTAL:     \$115,805.34**

**BILL PACK - RATIFY TOTAL:     \$36,308.54**

**BILL PACK - APPROVE TOTAL:     \$79,496.80**

**BILL PACK - GENERAL FUND - RATIFY: \$     36,308.54**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>Met-Ed</b>				
	Bill	12/04/2024	Acct. 959 - WaterFront Park Street Pole (December 2024)	29.55
	Bill	12/09/2024	Acct. 552 WaterFront Park 2 (11/5-12/4)	61.55
	Bill	12/09/2024	Acct. 801 Municipal Building (11/5-12/4)	1,498.75
	Bill	12/09/2024	Acct. 115 WaterFront Park 1 Garage (11/5-12/4)	36.33
Total Met-Ed				<u>1,626.18</u>
<b>Payrolls Unlimited/ExecuPay</b>				
	Bill	11/27/2024	Chk Date 11/27/2024	34,682.36
Total Payrolls Unlimited/Execupay				<u>34,682.36</u>
<b>TOTAL</b>				<u><u><b>36,308.54</b></u></u>

**BILL PACK - FIRE TAX FUND - APPROVE: \$     369.89**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>Donald Fuller</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	75.99
Total Donald Fuller				<u>75.99</u>
<b>George David Timko</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	71.24
Total George David Timko				<u>71.24</u>
<b>Jason Witcraft</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	72.91
Total Jason Witcraft				<u>72.91</u>
<b>John Moyer</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	88.16
Total John Moyer				<u>88.16</u>
<b>Rahman &amp; Rashida Sattaur</b>				
	Bill	11/13/2024	2024TaxRefund	7.38
Total Rahman & Rashida Sattaur				<u>7.38</u>
<b>Richard Kerr</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	54.21
Total Richard Kerr				<u>54.21</u>
<b>TOTAL</b>				<u><u><b>369.89</b></u></u>

# Smithfield Township Unpaid Bills

As of December 10, 2024

	Type	Date	Num	Open Balance
<b>BILL PACK - EMS TAX FUND - APPROVE: \$ 199.17</b>				
<b>Donald Fuller</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	40.92
Total Donald Fuller				40.92
<b>George David Timko</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	38.36
Total George David Timko				38.36
<b>Jason Witcraft</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	39.26
Total Jason Witcraft				39.26
<b>John Moyer</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	47.47
Total John Moyer				47.47
<b>Rahman &amp; Rashida Sattaur</b>				
	Bill	11/13/2024	2024TaxRefund	3.97
Total Rahman & Rashida Sattaur				3.97
<b>Richard Kerr</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	29.19
Total Richard Kerr				29.19
<b>TOTAL</b>				<b>199.17</b>

	Type	Date	Num	Open Balance
<b>BILL PACK - CAPITAL IMPROVEMENT/GRANTS FUND - APPROVE: \$ 61.00</b>				
<b>LVL Engineering Group - Bankrupt</b>				
	Bill	05/08/2024	100912	61.00
Total LVL Engineering Group - Bankrupt				61.00
<b>TOTAL</b>				<b>61.00</b>

	Type	Date	Num	Open Balance
<b>BILL PACK - PROFESSIONAL ESCROW FUND - APPROVE: \$ 3,609.39</b>				
<b>LVL Engineering Group - Bankrupt</b>				
	Bill	05/08/2024	100915	724.49
	Bill	05/08/2024	100914	152.50
	Bill	05/08/2024	100910	238.00
	Bill	05/08/2024	100913	2,494.40
Total LVL Engineering Group - Bankrupt				3,609.39
<b>TOTAL</b>				<b>3,609.39</b>

# Smithfield Township Unpaid Bills

As of December 10, 2024

Type	Date	Num	Open Balance
<b>BILL PACK - GENERAL FUND - APPROVE: \$ 75,257.35</b>			

Type	Date	Num	Open Balance
<b>ABE LABORATORIES</b>			
Bill	11/22/2024	47361	92.00
Total ABE LABORATORIES			92.00
<b>Ace Hardware</b>			
Bill	11/18/2024	4296/1	5.72
Bill	11/18/2024	4295/1	7.59
Bill	11/22/2024	4302/1	6.08
Bill	11/27/2024	4308/1	83.98
Bill	12/03/2024	4313/1	6.92
Total Ace Hardware			110.29
<b>AMERIGAS PROPANE, LP</b>			
Bill	11/20/2024	741122053	1,907.73
Total AMERIGAS PROPANE, LP			1,907.73
<b>Blue Ridge Lumber</b>			
Bill	11/19/2024	311663	6.66
Bill	11/21/2024	312446	18.88
Bill	11/25/2024	313332	50.93
Total Blue Ridge Lumber			76.47
<b>BRADCO SUPPLY COMPANY</b>			
Bill	11/12/2024	243397	4,800.00
Total BRADCO SUPPLY COMPANY			4,800.00
<b>BROWN &amp; BROWN OF LEHIGH VALLEY, INC</b>			
Bill	11/19/2024	18350816	1,750.00
Bill	11/22/2024	18389307	4,916.00
Total BROWN & BROWN OF LEHIGH VALLEY, INC			6,666.00
<b>CENTRAL PA TEAMSTERS HEALTH &amp; WELFARE FUN</b>			
Bill	12/16/2024	L24783	15,099.85
Bill	12/16/2024	L24377	8,937.58
Total CENTRAL PA TEAMSTERS HEALTH & WELFARE FUN			24,037.43
<b>Claude S. Cyphers, Inc.</b>			
Bill	11/18/2024	751691	24.20
Bill	11/18/2024	751690	267.34
Bill	11/19/2024	751759	387.54
Bill	11/20/2024	751783	354.41
Bill	11/21/2024	751827	163.88
Bill	11/26/2024	751968	7.80
Total Claude S. Cyphers, Inc.			1,205.17
<b>CLEVELAND BROTHERS</b>			
Bill	11/27/2024	SERV7981880	1,555.07
Total CLEVELAND BROTHERS			1,555.07
<b>DAILEY RESOURCES, LTD.</b>			
Bill	10/31/2024	4013101	14.00
Total DAILEY RESOURCES, LTD.			14.00

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	Type	Date	Num	Open Balance
<b>DEMPSEY UNIFORM &amp; LINEN SUPPLY</b>				
	Bill	11/18/2024	18664198	199.39
	Bill	11/25/2024	18671877	199.40
	Bill	12/02/2024	18680274	201.40
Total DEMPSEY UNIFORM & LINEN SUPPLY				600.19
<b>Donald Fuller</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	269.59
Total DONALD FULLER				269.59
<b>FIVE STAR EQUIPMENT</b>				
	Bill	11/12/2024	W17208	323.75
Total FIVE STAR EQUIPMENT				323.75
<b>Gatehouse Media PA Holdings - LocalIQ</b>				
	Bill	12/02/2024	6781469	329.60
Total Gatehouse Media PA Holdings - LocalIQ				329.60
<b>George David Timko</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	252.70
Total George David Timko				252.70
<b>Gotta Go Potties, Inc.</b>				
	Bill	11/06/2024	19546	212.50
	Bill	11/07/2024	19545	62.50
	Bill	11/19/2024	19894	62.50
	Bill	11/20/2024	19889	87.50
Total Gotta Go Potties, Inc.				425.00
<b>Jason Witcraft</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	258.60
Total Jason Witcraft				258.60
<b>John Moyer</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	312.74
Total John Moyer				312.74
<b>KEYSTONE FIRE PROTECTION CO.</b>				
	Bill	12/01/2024	383476	3,061.56
Total KEYSTONE FIRE PROTECTION CO.				3,061.56
<b>Liberty Tree Ranch LLC.</b>				
	Bill	11/27/2024	RefundChk1004	1,500.00
Total Liberty Tree Ranch LLC.				1,500.00
<b>Locust Ridge Quarry</b>				
	Bill	11/20/2024	001 B-119M-0008087	7,962.25
Total Locust Ridge Quarry				7,962.25
<b>LVL Engineering Group - Bankrupt</b>				
	Bill	05/08/2024	100916	670.50
	Bill	05/08/2024	100911	4,162.50
Total LVL Engineering Group - Bankrupt				4,833.00
<b>MONROE COUNTY CONSERVATION DISTRICT</b>				
	Bill	12/04/2024	email12042024	800.00
Total MONROE COUNTY CONSERVATION DISTRICT				800.00
<b>Norman Fish</b>				
	Bill	11/21/2024	2023 VSTCP VolTaxCre	367.70
Total Norman Fish				367.70

**Smithfield Township  
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	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>Pennsylvania Municipal Retirement System</b>				
	Bill	11/27/2024	Nov2024Employee	4,385.58
	Bill	12/02/2024	1stQTR2024Mun	111.26
	Bill	12/04/2024	3rdQTR2024Mun & New Member Fees	871.52
Total Pennsylvania Municipal Retirement System				5,368.36
<b>PENNSYLVANIA ONE CALL SYSTEM, INC.</b>				
	Bill	11/30/2024	1079147	28.74
Total PENNSYLVANIA ONE CALL SYSTEM, INC.				28.74
<b>Pocono 4 Wheel Drive Center</b>				
	Bill	11/26/2024	238067	49.00
Total Pocono 4 Wheel Drive Center				49.00
<b>PSATS CDL PROGRAM</b>				
	Bill	11/27/2024	INV-162645-B7P4	190.00
Total PSATS CDL PROGRAM				190.00
<b>QUILL CORPORATION</b>				
	Bill	11/21/2024	41662943	194.95
	Bill	11/25/2024	41699128	0.05
	Bill	11/25/2024	41702598	332.99
	Bill	11/25/2024	41702764	138.98
Total QUILL CORPORATION				666.97
<b>Rahman &amp; Rashida Sattaur</b>				
	Bill	11/13/2024	16.7B.1.30	70.83
Total Rahman & Rashida Sattaur				70.83
<b>Reliable Sign &amp; Striping</b>				
	Bill	11/26/2024	6039	289.00
Total Reliable Sign & Striping				289.00
<b>Richard Kerr</b>				
	Bill	12/10/2024	2024VFTaxCredit Refund	192.30
Total Richard Kerr				192.30
<b>Richard Rehm</b>				
	Bill	12/03/2024	100 2024	70.00
Total Richard Rehm				70.00
<b>SIGNAL SERVICE, INC.</b>				
	Bill	11/25/2024	57023	325.00
Total SIGNAL SERVICE, INC.				325.00
<b>SUPER HEAT INC.</b>				
	Bill	11/26/2024	120299	843.73
Total SUPER HEAT INC.				843.73
<b>Teamsters Local 773</b>				
	Bill	12/16/2024	Nov2024Dues	466.00
Total Teamsters Local 773				466.00
<b>Thomas P. Rode Sr.</b>				
	Bill	11/21/2024	2023 VSTCP VolTaxCre	136.18
Total Thomas P. Rode Sr.				136.18
<b>TULPEHOCKEN SPRING WATER</b>				
	Bill	11/07/2024	7409911	94.99
Total TULPEHOCKEN SPRING WATER				94.99

**Smithfield Township  
Unpaid Bills**

**As of December 10, 2024**

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
<b>Waste Management of Pennsylvania Inc.</b>				
	Bill	11/20/2024	3883654-0203-0	170.34
	Bill	11/20/2024	3883690-0203-4	170.34
	Bill	11/20/2024	3884168-0203-0	<u>570.62</u>
Total Waste Management of Pennsylvania Inc.				911.30
<b>WEX Bank</b>				
	Bill	11/20/2024	9046063	<u>62.80</u>
Total WEX Bank				62.80
<b>World Fuel Services, Inc.</b>				
	Bill	08/09/2024	2904427-41525	1,017.17
	Bill	12/02/2024	3018911-41525	<u>2,714.14</u>
Total World Fuel Services, Inc.				3,731.31
<b>TOTAL</b>				<u><u><b>75,257.35</b></u></u>