

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

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A Regular Meeting of the Smithfield Township Board of Supervisors was held on December 10, 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, Engineer Jon Tresslar, Solicitor Ronold Karasek, Administrative Coordinator Dyana Salvi, Conservation & Recreation Director Alex Jackson, SEO Scott Brown, and Township Manager Julia Heilakka.

Also present are Marguerite Vecchio, Tara Vecchio- Freeman, Brett Cartwright, Rick Wycoff, Kristine Karol, Ray Mitchell, Tammy Booth, Robert Tortoriello, Gary Hoffman, Lisa Paulette, Martha Carbone, Tim Snow, Tara Mezzanotte, and Pat Owens.

- 1. Chair Jacob Pride calls the meeting to order at 6:02PM.** A quorum is present.
- 2. The Pledge of Allegiance is recited.**
- 3. Announcements:**
  - a. A standing Executive Session was held from 5:14PM to 5:45PM regarding Back 9 MX.
- 4. 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.

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

- 5. 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)

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

**6. Reports:**

- a. **Solicitors Report-** Ronold Karasek states he attended three Township meetings and describes the status of the Mountain Manor and Healthy Minds litigation. He prepared the Township 2023 audit letter, reviewed draft ordinances, and prepared and attended the meeting for the Wawa liquor license transfer.
- b. **Engineers Report-** Jon Tresslar states there was work on reviews for Healthy Minds, 3 Point Garden, Sheetz, and Rivers Edge Bike Park. A staging plan and estimated quantities were prepared for Vision Loss Trail.
- c. **Township Managers Report-** Julia Heilakka states township applied for an LSA grant for Shawnee Fire Company.
- d. **EAC-** None.
- e. **I-80-** Tara Mezzanotte states the New Jersey retaining wall project is delayed; additional reviews are needed.
- f. **Supervisors Comments-** None.

**7. Old Business**

- a. Public Hearing: Draft Ordinance No. 253 - B-1, B-2, and Bed & Breakfast Update.

The public hearing opens at 6:16PM. Julia Heilakka describes the new draft format. Michael Albert describes the proposed regulations and compares them to the current outdated ordinance. Robert Lovenheim emphasizes the need to have the owner present at the Bed & Breakfast. The Board discusses the number of rooms permitted and discusses making changes to the draft. Kristine Karol asks for clarification regarding water companies.

Robert Lovenheim motions to close the hearing, Michael Albert seconds. Vote: all in favor; motion carries. The public hearing is closed at 6:37PM.

**8. 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.

Robert Lovenheim motions to approve the consent agenda, Michael Albert seconds. Michael Albert clarifies the Monroe County RSVP. Vote: all in favor; motion carries.

**b. Consider: Waiver Request from LTS Homes LLC.**

Rick Wyckoff explains that the previous home burned down; they are asking for a waiver request for the distance of the well. Scott Brown describes the state regulations; a hydrogeologic study needs to be done to study impact. Ronold Karasek emphasizes the need for a release agreement.

Michael Albert motions to recommend approval of the waiver request with a release agreement in place, and hydrogeologic study, Robert Lovenheim seconds. Vote: all in favor; motion carries. Discuss: Delaware Water Gap Fire Co. Status.

Gary Hoffman describes the EMS response in Delaware Water Gap; Shawnee Fire Company is dispatching. Mike Smith states the call volume is more than Delaware Water Gap Fire Company can handle; Shawnee Fire Company is covering that area. Lisa Paulettestates that as a councilman she is responsible for the disbursement of funds and emphasizes the need to address the primary fire company in Delaware Water Gap. Tim Snow asks for the number of false alarm calls. Howard Ike addresses Delaware Water Gap Fire Company audits and equipment.

**c. Discuss: Lighting Ordinance Updates.**

Alex Jackson describes the MCPC's 6 comments. There is a recommendation for a standalone chapter that could be enforceable through code enforcement officers. The Board discusses placement and enforcement process for lighting regulations. Ray Mitchell, a resident on Craigs Meadow Road, describes lighting spillover onto his property from surrounding businesses.

**d. Discuss: Housing in Smithfield Township.**

Julia Heilakka describes the housing summit hosted by the Pocono Mountain Visitors Bureau hosted by Pocono Mountain United way. The main concerns consisted of the lack of housing and affordability, and how the community and municipalities can assist. Jacob Pride discusses assessing the local demand. Kristine Karol states concern for low-income housing.

**e. Consider: Scope of Work for Vision Loss Trail.**

Jon Tresslar describes the remaining phases for completion of the trail. The remaining work includes removing trees, putting in play pods, activating the area for interactive sculptures, putting in stone and paving, adding emergency access, and upgrading the parking lot. Tammy Booth asks for the cost of the statues, Jacob Pride states they were \$90,000 purchased with a grant. Kristine Karol questions the amount of time used to work on the trail.

**9. Public Comment**

**a. Martha Carbone asks for an update on Shawnee Valley PRD.**

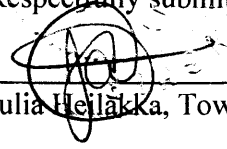
- b. Pat Owens suggests creating a Township housing committee.
- c. Marguerite Vecchio hands Julia Heilakka 47 Right-to-Know requests.
- d. Brett Cartwright asks to conduct a PennDOT traffic study for Gap View Drive intersection.
- e. Robert Tortoriello asks for an update on his complaint at 6 Raynor Lane.
- f. Kristine Karol states that May 20, 2025, is primary day and she has voting registration applications if needed.

**10. Adjournment:** Robert Lovenheim motions to adjourn, Michael Albert seconds. Vote: all in favor; meeting adjourned at 8:57PM.

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Minutes Recorded by Dyana Salvi

Respectfully submitted,

  
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Julia Heilakka, Township Secretary