

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING – FEBRUARY 11, 2025, AT 6:00PM

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A Regular Meeting of the Smithfield Township Board of Supervisors was held on February 11, 2025 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, Administrative Coordinator Dyana Salvi, and Township Manager Julia Heilakka. Solicitor Ronold Karasek is present via Zoom.

Also present are Pat Owens, Marguerite Vecchio, and Brett Cartwright.

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. The Board held an Executive Session on February 11, 2025, from 5:39PM to 5:58PM regarding Back 9 MX litigation and real property matters regarding Minisink Park.
  - b. The Board held an Executive Session on February 5, 2025, from 9:02AM to 9:19AM regarding real property in Twin Lakes Estates.

4. **Minutes:**
  - a. December 10, 2024, Regular Meeting
  - b. December 17, 2024, Regular Meeting.
  - c. January 6, 2025, Reorganization Meeting.

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

5. **Bills & Obligations: \$101,523.93**
  - a. Ratify: \$41,912.88 (General Fund: \$41,629.99, River's Edge Bike Park Fund: \$282.89).
  - b. Consider: 2/11/2025 – \$59,611.05 - (General Fund: \$51,639.16, Escrow Fund: \$4,418.99, Capital Improvement Grant Fund: \$3,552.90).

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

6. **Reports:**

- a. Solicitors' Report - Ronold Karasek states he attended 3 meetings in January: A Board of Supervisors meeting, a Planning Commission meeting, and a Joint session regarding signage. There was work completed on the special exceptions use draft ordinance, Prices Landing Rd, and ESYA use of Minisink Park fields. There were review letters from the Township Engineer and work completed on Franklin Hill, Widmer, Shukaitis, and Water Gap Wellness Center plans. There was litigation work completed on the Ellis and Mountain Manor cases.
- b. Engineer's Report - Jon Tresslar states they can proceed with Vision Loss Trail, and Green Light GO is almost complete. Jon Tresslar explains how this will improve high volume traffic areas.

Brett Cartwright asks who reprograms the Green Light GO program; Jon Tresslar explains it is PennDOT. Pat Owens asks for the complaint process; Jacob Pride explains it will go through the Township complaint process.

- c. Township Manager's Report - Julia Heilakka states Green Light GO will be closing out and will be up for final reimbursement. Phase 2 for Waterfront Park is closed out and the Township is awaiting reimbursement. Marshalls Creek Fire Company is moving forward with an LSA grant for security upgrades.
- d. Environmental Advisory Council - Pat Owens states the Reorganization Meeting is scheduled for February 18, 2025.
- e. I-80/SR 611 Report - None.
- f. Supervisors' Comments - None.

**7. Old Business:**

- a. None.

**8. New Business:**

- a. Consider: Approve Consent Agenda
  - i. Consider: Conditionally Approve Green Light Go Pay Application No. 5-\$62,429.20 to Satisfaction of T&M Associates Letter of 2.11.2025.

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

- b. Public Hearing: Draft Ordinance No. 253 – Allowing PMRS Amendment by Resolution.

The Public Hearing begins at 6:18PM.

Ronold Karasek states this hearing is to inform the public that the Board is amending the current retirement plan ordinance, to permit future changes and updates by resolution. Pat Owens asks if there are any risks associated with it. Julia Heilakka explains this is to confirm that updates can be by resolution.

Michael Albert motions to close the hearing, Robert Lovenheim seconds. Vote: all in favor; the public hearing closes at 6:24PM.

- c. Consider: Adopt Draft Ordinance No. 253 – Allowing PMRS Amendment by Resolution.

Robert Lovenheim motions to adopt Draft Ordinance No. 253, Michael Albert seconds. Michael Albert clarifies the date change. Vote: all in favor; motion carries.

#### 9. Public Comment


- a. Marguerite Vecchio asks what research was completed on Prices Landing Rd. Ronold Karasek states he is attempting to determine what type of road it is, after receiving attorney letters on behalf of Marguerite Vecchio.

**10. Adjournment:** Robert Lovenheim motions to adjourn, Michael Albert seconds. Vote: all in favor; meeting adjourned at 6:28PM.

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Minutes Recorded by Dyana Salvi

Respectfully submitted,

  
Dyana Salvi  
Assistant Township Secretary