

SMITHFIELD TOWNSHIP BOARD of SUPERVISORS
REGULAR MEETING – FEBRUARY 25, 2025, AT 6:00PM

A Regular Meeting of the Smithfield Township Board of Supervisors was held on February 25, 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, Solicitor Ronold Karasek, Administrative Coordinator Dyana Salvi, and Township Manager Julia Heilakka.

Also present are Marguerite Vecchio, Kristine Karol, Brett Cartwright, Jean Turn, Tara Vecchio-Freeman, Jack Shoemaker, Terrence Fagan, Charlene Spezza, and Nefertiti Campbell.

1. **Chair Jacob Pride calls the meeting to order at 6:00PM.** A quorum is present.
2. **The Pledge of Allegiance is recited.**
3. **Announcements:**
 - a. The Board held a Standing Executive Session from 4:00PM to 5:29PM regarding attorney client privilege matters in litigation for Back 9 MX.
 - b. Rivers Edge Bike Park Survey closes on February 28, 2025.
 - c. Save the Date: Smithfield Township's Hop & Hunt – April 19, 2025.

4. **Minutes:**

- a. January 6, 2025, Regular Meeting.
- b. January 28, 2025, Regular Meeting.

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

5. **Bills & Obligations: \$137,191.63**

- a. **Ratify: \$52,847.60 (General Fund: \$52,847.60).**
- b. **Consider: 2/25/2025 – \$84,344.03 (General Fund: \$76,989.93, Escrow Fund: \$4,454.10, Capital Improvement Grant Fund: \$2,900.00).**

Robert Lovenheim motions to approve the bills, Michael Albert seconds. Michael Albert confirms tree cutting costs. Marguerite Vecchio confirms they are insured. Kristine Karol confirms the annual tax collector expense. Marguerite Vecchio confirms expense amounts. Vote: all in favor; motion carries.

6. Reports:

- a. Solicitors' Report - Ronold Karasek states he attended three meetings for the month of January. Advertising was prepared for the special exception use zoning amendment. There was review of the ESYA Minisink Park agreement, and the ordinance to amend the retirement plan to make changes using resolutions. There was work on the Franklin Hill Manor plan, Shukaitis plan, Widmer plan, and Water Gap Wellness Plan. There was litigation work completed for the Back 9 MX case and the Ellis case.
- b. Engineer's Report - Jon Tresslar states they have been getting final permits for pipes on Airstrip Road. There was a maintenance application submitted to DEP regarding Green Mountain Dr Bridge.
- c. Township Managers Report - Julia Heilakka states Green Light GO is nearing completion; there was submission for reimbursement. There has been work on the Green Mountain Dr Bridge grant.
- d. Environmental Advisory Council - Brett Cartwright states they are going to double-up on meetings, to be held twice a month.
- e. I-80/SR 611 Report - None.
- f. Supervisors' Comments - None.

7. Old Business: None.

8. New Business:

- a. Consider: Approve Consent Agenda.
 - i. Consider: Right-of-Way Agreement with Blue Ridge Cable Technologies.
 - ii. Consider: Franklin Hill Manor Subdivision Sewage Planning Module.
 - iii. Consider: Authorize Advertisement for Grounds Maintenance Contract Bid.

Robert Lovenheim motions to approve the consent agenda, Michael Albert seconds. Robert Lovenheim states concern for Franklin Hill Manor water run-off. Jon Tresslar states there is a swale plan in place. Vote: all in favor; motion carries.

- b. Public Hearing: Draft Ordinance No. 254 – Providing for Special Exception Criteria.

The Public Hearing begins at 6:17PM.

Kristine Karol confirms a stenographer is not required. Michal Albert confirms that the Planning Commission will review site plans. Kristine Karol asks what criteria currently

exist for special exceptions; Jacob Pride states it lacks criteria and notes health, safety, and welfare. Julia Heilakka states the only requirement for a non-conforming use to expand is to submit a zoning application and submit a \$1,500 fee. Jean Turn clarifies the criteria and asks if it applies to non-conforming uses. Jacob Pride highlights the different categories. Michael Albert gives examples of changing use, and non-conforming uses.

Robert Lovenheim motions to close the public hearing, Michael Albert seconds. Vote: all in favor; the public hearing closes at 6:40PM.

c. Consider: Adopt Draft Ordinance No. 254 – Providing for Special Exception Criteria.

Robert Lovenheim motions to Ordinance No. 254, Michael Albert seconds. Vote: all in favor; motion carries.

9. Public Comment

- a. Brett Cartwright states he spoke with PennDOT regarding the Gap View Dr. and SR 209 intersection, they stated it was a Township concern. There is emphasis on the danger of passing on the right, it is not legal under the vehicle code. There was discussion of a passing lane. Jacob Pride states this would require a partnership between the Township and PennDOT. Julia Heilakka states the intersection is an upcoming topic at the next hazmit meeting.
- b. Kristine Karol asks about the Water Gap Wellness accessory buildings; they identify as a resort conference center and inn. Terrence Fagan asks if the Zoning Officer has confirmed the use. Nefertiti Campbell states she has filed police reports of the patients on her property. Jean Turn states if they are an Inn, they are required to pay hotel tax. Jack Shoemaker states they may be doing activity without a permit. Ronold Karasek states if the owner does not allow the zoning officer on the property, they would need to get an administrative warrant.
- c. Tara Vecchio-Freeman states fireworks were heard from the Minisink soccer fields after the EAC Meeting. She states there were drones seen today at River's Edge Bike Park.
- d. Brett Cartwright states there is usually a bias towards the developers, Jacob Pride states it is through the state regulations.
- e. Charlene Spezza states that her neighbor at 2119 Sunrise Ct is currently undergoing construction and is not displaying permits. Robert Lovenheim states he spoke with the Zoning Officer, who is looking into the matter. She states the contractors are working all hours of the night, and notes concern for dirt and stormwater.

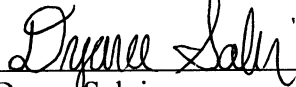
Charlene Spezza asks who oversees the Zoning Officer's duties. Jacob Pride explains that zoning is its own entity. The new Zoning Officer holds office hours on Thursdays at the Township and is managed by Bureau Veritas.

- f. Tara Vecchio-Freeman states that the Zoning Officer is managed by the Board and asks why they waited to terminate him. Kristine Karol asks why they chose to reappoint him each year. Charlene Spezza asks for the new process moving forward.
- g. Kristine Karol asks if Matt represents any other municipalities. Jacob Pride states the firm is used throughout Monroe County.

10. Adjournment: Michael Albert motions to adjourn, Robert Lovenheim seconds. Vote: all in favor; meeting adjourned at 7:47PM.

Minutes Recorded by Dyana Salvi

Respectfully submitted,



Dyana Salvi

Assistant Township Secretary