

TOWNSHIP OF STROUD
BOARD OF SUPERVISORS
MEETING MINUTES
January 21, 2025, at 7:00 P.M.

The Regular Meeting of the Stroud Township Board of Supervisors was called to order by Chairwoman & Secretary, Jennifer Shukaitis at 7:00 P.M., Also present were Vice Chairman & Ass't. Treasurer, Edward Cramer; Township Manager, Steve Fylstra; Township Engineer, Todd Holmes, of Reilly Associates; Township Solicitor, Todd Weitzmann; and Recording Secretary, Janice Willey. Supervisor/Ass't. Secretary, Susan Lyons was absent from tonight's meeting. Ms. Shukaitis began the meeting with the pledge of allegiance.

Public Comments: (Non-Agenda Items). Tara Mezzanotte attended the meeting to update to the board on the I-80/611 Delaware Water Gap project. They did discuss how this project is and will be affecting local roads throughout the township. The board thanked Mrs. Mezzanotte for her update.

Approve Reorganization Meeting Minutes: January 6th, 2025. Mr. Cramer made a motion to **approve Reorganization Meeting Minutes: January 6th, 2025.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

Approve Regular Meeting Minutes: January 6th, 2025. Mr. Cramer made a motion to **approve Regular Meeting Minutes: January 6th, 2025.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

Approve Payment of Bills: General Fund: \$119,699.57. Mr. Cramer made a motion to **approve Payment of Bills: General Fund: \$119,699.57.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

Approve Payment of Bills: Golf Course Fund: \$3,209.77. Mr. Cramer made a motion to **approve Payment of Bills: Golf Course Fund: \$3,209.77.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

Treasurer's Report: Mr. Fylstra read the Treasurer's Report aloud. Mr. Cramer made a motion to **approve the Treasurer's Report for the month of December 2024.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

Manager's Report: Mr. Fylstra reported he attended a Zoom meeting and updated the board on ongoing bridge replacement projects. One issue that came up was AEG needs to coordinate with MetEd to proceed.

Public Works Dept. Report: Mr. Fylstra read Josh Cramer's report. They have started on their winter maintenance operations. Snow and Ice removal has gone well and trimming trees back from the right-of-way. They did some heating upgrades in one of the buildings at Gaunt Road. And always working on Request for Action forms.

Police Report: Lieutenant Sampere attended the meeting and discussed the police matters with the board.

Solicitor's Report: Mr. Weitzmann did not have anything to report for the public session.

Engineer's Report: Mr. Holmes summarized Rielly Associates report

Fire Department Report: Brian McCartney and Patrick Bull attended the meeting. Mr. Bill summarized the fire department report. He commented false alarms continue to be a problem but feels the communication between the Fire Department and Michael Manter, Stroud Township Code Enforcement Officer is better and makes enforcement easier.

Old Business:

1. **Snyder-Martin Minor Subdivision Plan – SALDO #2023-05, PIN# 17730110467017 - Planning Commission Recommendation; Action Deadline: March 31, 2025.** Mr. Cramer made a motion to **approve the Snyder-Martin Subdivision Plan SALDO #2023-05, Pin#17730110467017 subject to Reilly Associates letter dated 1/21/2025 and conditioned upon the deeds getting recorded per note 5 on the plan within 30 days and be provided for solicitor’s review. And an additional signature block added to the plan. Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

New Business:

1. **Approve Partial Payment #15 In The Amount of \$11,363.03 To American Engineers Group For Engineering Services From September 1 To September 28, 2024 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Mr. Cramer made a motion to **approve Partial Payment #15 In The Amount of \$11,363.03 To American Engineers Group For Engineering Services From September 1 To September 28, 2024 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
2. **Approve Partial Payment #5 In The Amount of \$11,304.70 To American Engineers Group For Engineering Services From December 1 To December 28 Towards Croasdale Road Bridge Replacement Project – Budget Line Item #438.453.** Mr. Cramer made a motion to **approve Partial Payment #5 In The Amount of \$11,304.70 To American Engineers Group For Engineering Services From December 1 To December 28 Towards Croasdale Road Bridge Replacement Project – Budget Line Item #438.453.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
3. **Approve Partial Payment #17 In The Amount of \$11,889.03 To American Engineers Group For Engineering Services From December 1 To December 28, 2024 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Mr. Cramer made a motion to **approve Partial Payment #17 In The Amount of \$11,889.03 To American Engineers Group For Engineering Services From December 1 To December 28, 2024 Towards Lessig Lane Bridge Replacement Project – Budget Line Item #438.453.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
4. **Authorize Scheduling, Advertising and Bidding For Annual Spring Clean-up From April 23 To April 26.** Mr. Cramer made a motion to **authorize Scheduling, Advertising and Bidding For Annual Spring Clean-up From April 23 To April 26.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
5. **Ratify the Purchase of Buyers Salt Dogg UTS Spreader P/W92440SSA STD Discharge in the Amount of \$7,650.00 From Pocono 4 Wheel Drive Center To Be Paid From Budget Line Item #430.741.** Mr. Cramer made a motion to **ratify the Purchase of Buyers Salt Dogg UTS Spreader P/W92440SSA STD Discharge in the Amount of \$7,650.00 From Pocono 4 Wheel Drive Center To Be Paid From Budget Line Item #430.741.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
6. **Approve Advertising For Sale The Western Tornado Hopper Spreader 2.5cu yd Previously Installed on Truck #20 As-Is First to Other Municipalities then Municibids if Necessary.** Mr. Cramer made a motion to **approve Advertising For Sale The Western Tornado Hopper Spreader 2.5cu yd Previously Installed on Truck #20 As-Is First to Other Municipalities then Municibids if Necessary.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
7. **Approve Signing of Municipal Code Solutions LLC Consulting Service Agreement Per Solicitors Recommendation.** Mr. Cramer made a motion to **approve Signing of Municipal**

Code Solutions LLC Consulting Service Agreement Per Solicitors Recommendation.

Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

8. **Approve Purchase of 2025 Kenworth Model T280 Truck With 6 YR/150K Warranty From Kenworth Of PA For A Price Of \$132,798.00, Including Allison Transmission 5 YR/Unlimited Miles Warranty and Auto Grease System Upgrade of \$5,900.00, Under Co-Stars Contract #117220 and TBEI/Duraclass Dump Body and Equipment Per 11/18/24 Proposal From E.M. Kutz For A Price Of \$71,289.00 Under Co-Stars Contract #025-E22-399; Total Upfitted Truck Price: \$204,087.00; To Be Paid From Budget Line Items #430.740.** Mr. Cramer made a motion to **approve Purchase of 2025 Kenworth Model T280 Truck With 6 YR/150K Warranty From Kenworth Of PA For A Price Of \$132,798.00, Including Allison Transmission 5 YR/Unlimited Miles Warranty and Auto Grease System Upgrade of \$5,900.00, Under Co-Stars Contract #117220 and TBEI/Duraclass Dump Body and Equipment Per 11/18/24 Proposal From E.M. Kutz For A Price Of \$71,289.00 Under Co-Stars Contract #025-E22-399; Total Upfitted Truck Price: \$204,087.00; To Be Paid From Budget Line Items #430.740.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
9. **Approve Pond Treatment Program For The Estimated Amount of \$11,935.00 to Organi-Gro LLC. for The Water Treatment of 3 Township Ponds: Albertson, Katz & Laural. Budget Line Item#454.400.** Mr. Cramer made a motion to **approve Pond Treatment Program For The Estimated Amount of \$11,935.00 to Organi-Gro LLC. for The Water Treatment of 3 Township Ponds: Albertson, Katz & Laural. Budget Line Item#454.400.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
10. **Discuss Dangerous Structure Investigation located at 6775 Cherry Valley Rd (PIN#17730000302318) provided by Michael Manter to Schedule a Future Hearing.** Mr. Cramer made a motion to **table the Dangerous Structure Investigation located at 6775 Cherry Valley Rd (PIN#17730000302318).** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
11. **Adopt Resolution No. 2025-31 Setting Tax Collector's Salary For The Term of Office Commencing January 1, 2026.** Mr. Cramer made a motion to **adopt Resolution No. 2025-31 Setting Tax Collector's Salary For The Term of Office Commencing January 1, 2026.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
12. **Approve Authorizing HOP Permit for Wawa/Chipotle Project Subject to Township Engineer's Recommendation.** Mr. Cramer made a motion to **approve authorizing submission of the HOP permit for Wawa/Chipotle project but subject to the execution of PennDOT form M950AA authorizing Rielly Associates to be the sole agent to submit the application.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
13. **Approve Croasdale Bridge FLAP – Preliminary Engineering Supplement to AEG, Flap Granted the Township an Increase of \$204,450 to \$348,200 for Preliminary Engineering.** Mr. Cramer made a motion to **approve Croasdale Bridge FLAP – Preliminary Engineering Supplement to AEG, Flap Granted the Township an Increase of \$204,450 to \$348,200 for Preliminary Engineering.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
14. **Approve Signing Facility Agreement with East Stroudsburg School District South and JTL Cross Country Teams for Use of Yetter Park for 2025-2026 School Year.** Mr. Cramer made a motion to **approve Signing Facility Agreement with East Stroudsburg School District South and JTL Cross Country Teams for Use of Yetter Park for 2025-2026 School Year.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.
15. **Approve Signing Kelly Hyundai Carwash Addition Sewage Planning Application Subject to Solicitors Recommendation.** Mr. Cramer made a motion to **return the application to Kelly Hyundai with recommendation they contact Stroud Township**

Sewer Authority for EDU determination/approval and Brodhead Regional Authority capacity approval. Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

16. Approve Purchase of Kyocera TASKalfa 5054ci MFP for Office Use from Access Office Technologies in the Amount of \$8,029.81. To Be Paid From Budget Line Item#407.740.

Mr. Cramer made a motion to **approve Purchase of Kyocera TASKalfa 5054ci MFP for Office Use from Access Office Technologies in the Amount of \$8,029.81. To Be Paid From Budget Line Item#407.740.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

Executive Session: Ms. Shukaitis made a motion to **go into executive session at 8:04 P.M. to discuss litigation, real property, personnel and security matters.** Mr. Cramer seconded the motion. All voted aye, motion carried 2-0. Ms. Shukaitis made a motion to **return to regular session at 8:40 P.M.** Mr. Cramer seconded the motion. All voted aye, motion carried 2-0. Ms. Shukaitis said that the Board discussed personnel and litigation matters in executive session and she asked if there were any motions. Mr. Cramer made a motion to **approve the renewal of cyber security through Sheeley Insurance.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

There being no further business, Mr. Cramer made a motion to **adjourn the meeting at 8:41 P.M.** Ms. Shukaitis seconded the motion. All voted aye, motion carried 2-0.

Respectfully Submitted,
Janice Willey
Administrative and Recording Secretary