

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – JANUARY 16, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:12 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor); also present was Rudy Wolff; Eric Diemer; Andrew Wolf.

MINUTES: None

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Rudy Wolff – RE: Guidance Request:

Request to adjust boundary line between two residencies on Mt. Nebo Drive, per court decision, and avoid needing to file for a SALDO. Opinion that no SALDO is needed required as long as no significant changes are made (per list supplied by Mr. Karasek). He will supply us with an updated boundary map showing there is no change that would require SALDO review. We will then have Township Engineer and Solicitor review. If no objections, will approve.

Erik Diemer – Bee Keeper:

Report on goals for this coming bee season. He will buy new hives; we need to establish a commercial account with Mann Lake LLC in Wilkes Barre for supplies. Expenses per his estimate sheet submitted (\$total \$1040.00). But He also presented ideas for public participation and public demonstrations. He would like to alert visitors to the events by text alerts, perhaps once a month. He also suggested local artists might paint the hives.

Motion to purchase apiary supplies at a cost of \$1,040.00 was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Motion to pay Karasek Law Offices December Invoice in the amount of \$8,745.75as submitted.

Motion to approve payment was made by Mr. Barrett; second by Mr. Bower; motion carried.

Authorize Robert Lovenheim to attend the PA Recreation & Parks Society Annual Convention & Expo – State College – April 3 & 4, 2019 at a cost not to exceed \$700.00 including registration, meals & mileage.

Motion to approve was made by Mr. Bower; second by Mr. Lovenheim; Mr. Barrett voting nay; motion carried.

Discuss Corissa Gehring's Proposal for her work.

Motion was made by Mr. Lovenheim to approve as social media consultant primarily to build email and SMS lists of residents for better information and alert purposes at a cost of \$15 per hours, ten hours a week, for six months subject to review after that time; second by Mr. Bower; motion carried.

Discussion of definition of development for Wolf Hollow Country Club conversion to a rehabilitation facility. Andrew Wolf presented argument and questions of whether this R1 parcel in subject to conditional use or variance. Suggestion was to take the question first to Ken Wolfe, Zoning Officer, and depending on his advice, the Supervisors or Planning Commission will take up the matter.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

Motion to adjourn at 5:57 P.M. was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – JANUARY 30, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:02 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Kenneth Wolfe (Zoning Officer); Mr. Bob Brown.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: January 22, 2019 – Regular Meeting: A motion to approve the minutes as written was made by Mr. Bower; second by Mr. Barrett; motion carried.

NEW BUSINESS:

Discuss Erick Levine Request – RE: Zoning Change

The Board of Supervisors concern, along with the Zoning Officer is that his request to rezone R1 property adjacent to Music Center Drive would be spot zoning. Decision was to deny but to say we would revisit the concept at a later date.

Discuss Bob Brown's request Re: Potential Tenant for the old PPF Building.

Bob Brown presented his concept of renting out a separate building on his RGB HQ property to an office tenant, running an ambulance server. Zoning Officer Ken Wolfe pointed out that he could think of no objections, nor could the supervisors. Advise to Mr. Brown was that his prospective tenant, and ambulance company's office, was within zoning limitations and there is no reason we would object.

Zoning Ordinance Update by Boucher & James not to exceed \$5,000.00.

A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to pay the EMC Insurance Invoice in the amount of \$304.54 due 2-9- 2019 from the General Fund. A motion to approve payment was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to pay the Central Pa Teamsters Health & Welfare Fund Invoice in the amount of \$16,325.81 from the General Fund. A motion to approve payment was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to reappoint David Timko to the Smithfield Sewer Authority for 5 Years. New Term Expires: 1-1-2024. A motion to approve the reappoint was made by, Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve Ed McCormack to attend 2 days ESM Training Session, April 2, 2019 - 8:00 A.M. at no cost. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Discuss needs of Marshalls Creek and Shawnee Fire Departments.

Long discussion about future funding of fire and ambulance, conclusion is that eventually it must be supported by a special user tax. Mr. Lovenheim brought up the idea of installing internet alarms in every residence as a way of giving the public something for their tax money. Subject will require more thought and discussion.

Motion to approve Township Solicitor Ronold Karasek hourly rate from \$195.00 to \$198.50 for 2019. A motion to approve the increase was made by, Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve Certification that Smithfield Township Wastewater Treatment Facility has the capacity to handle the proposed loads and that no overload exists or is projected within the next five years. Project is Airport Road/Business 209.

A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion was made by Mr. Barrett; second by Mr. Bower to adjourn the meeting at 5:06 P.M.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – FEBRUARY 6, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:03 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary).

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: January 30, 2019 – Work Session: A motion to approve the minutes as submitted was made by Mr. Barrett; second by Mr. Bower; motion carried.

NEW BUSINESS:

Approve New Contract with AmeriGas effective date 03-01-2019 to 02-28-2020.

A motion to approve was made by Mr. Barrett at a floating rate of \$1.40 above our Company's local Area Index; second by Mr. Bower; motion carried.

Motion to release Penn Regional Business Center, Phase III Letter of Credit in the amount of \$7,052.56 as per Jon Tresslar's letter dated October 30, 2018. A motion to approve was made by Mr. Barrett (per Jon Tresslar engineer recommendation); second by Mr. Bower; motion carried.

Discuss/Prepare letter to UGI. We will ask them to prepare a simple letter, suitable to give to the public to answer inquiries, stating 1. what the business activity is about, 2. Safety precautions in place, 3. The emergency response procedures in place in case of accidents.

Motion to approve reimbursement to Robert Lovenheim in the amount of \$100.00 paid for membership to the American Therapeutic Recreation Association. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to approve Application with the Commonwealth Fuel Card Program for a COSTARS Credit Card. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn at 4:42 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – FEBRUARY 13, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:10 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Jon Tresslar (Township Engineer); Ronold Karasek (Township Solicitor).

MINUTES: February 6, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Motion to approve opening a new account with People’s Security for “Marshalls Falls DCNR Grant”: A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve transfer of \$90,000.00 from ESSA General Fund to the new “Marshalls Falls DCNR Grant” Account with People’s Security. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Discuss Ordinance for Wireless Communications System: Attorney Ronold Karasek will await advice on revisions and cost before proceeding.

Discuss Ordinance for Tax Relief for Active Volunteer Fire Fighters: Per Attorney Ronold Karasek, we can adopt an ordinance similar to that of Middle Smithfield Township. Attorney Karasek will draft

Discuss Creation of the Position of Township Manager: Supervisors to read and review, especially Section 7. Question is about how much power will be given to the Township Manager.

Motion to approve Special Event Permit (Car Show to Benefit Jo's Food Pantry) for "Light of the World Church" to be held May 4, 2019 – Rain date May 18, 2019 from 11:00 A.M. to 3:00 P.M. and consider waiving the \$50.00 fee paid. A motion to approve the event and waive the fee was made by Mr. Bower; second by Mr. Barrett; motion carried.

Discuss Water Gap County Club request: Under the ordinance, if a use is not defined, than the Supervisors must determine whether this is a Conditional Use. They must appear to answer why this should not be considered a Conditional Use, because this use is not defined in our definitions. If it is not a Conditional Use, they can go to the Zoning Hearing Board for a variance. Otherwise they must go through the Conditional Use Hearings. We will consult with Ken Wolfe, Zoning Officer, for his opinion. He must first determine if this use is prohibited. Then determine if this is a Change of Use. Then we will set up a meeting with the applicants to review the situation.

Discuss UGI: Because this is a Conditional Use, it is more complex than originally contemplated. Questions about need to be permitted from the Sewer Authority for sewer hook up because even a trailer used seasonally requires a hookup. Does this require a water hookup as well? Must this area be paved? These questions will be answered in the approved land development plan. Conditional Use Application will go before Planning Commission (hopefully) on March 6 for approval, then the Monroe County Planning Commission for approval and to the Supervisors for final approval. Final approval may not be ready until June.

Resolution: "BE IT RESOLVED, that Smithfield Township of Monroe County hereby requests a Monroe County Open Space Mini-Grant to be used for improvements to Mt. Nebo Park.

A motion to approve new Resolution No. 417 was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

I, Brian Barrett, duly qualified Chair of the Smithfield Township Supervisors, Monroe County PA, hereby certify that the forgoing is true and correct of a Resolution duly adopted by a majority vote of the Township Supervisors at a regular meeting held Feb. 13, 2019 and said resolution has been recorded in Smithfield Township Minutes and remains in effect as of this date.

In Witness thereof, I affix my hand and attach the seal of the Township of Smithfield, this 13th day of February, 2019."

Resolution: "BE IT RESOLVED, that the Township of Smithfield of Monroe County hereby requests a Monroe County Open Space Mini-Grant to be used for improvements to Minisink Park.

A motion to approve new Resolution No. 418 was made by Mr. Barrett; second by Mr. Bower; motion carried.

Executive Session: A matters of personnel, no action taken.

BILLS TO BE PAID:

General Fund: \$73,799.68

Park Fund: \$ 636.84

Highway Fund: \$14,172.04

Total: \$88,608.56

A motion to approve payment of the bills presented was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 5:52 P.M. was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – MARCH 6, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:11 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor);

Also present was Kathleen White and Judy Moeller (Township Auditors).

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: February 26, 2019 – Regular Meeting: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Bower; motion carried.

NEW BUSINESS:

Motion to approve the Findings of Fact, Conclusions of Law and Decision on the UGIES Application for a conditional Use Permit. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to authorize advertising Ordinance No. 233 – Adding as a new Chapter No. 29 to the Code of Ordinances for Volunteer Service Tax Credit Program to Claim Local Tax Credits. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried. Will authorize on calendar for April 10, 2019.

Motion to accept the Zoning Officers Letter directing that the Water Gap Capital Partners, LLC Rehabilitation Facility be treated as a Conditional Use. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

A motion to schedule a public hearing on the Zoning Officer's conclusion on March 20, 2019 at the Board of Supervisors Work Session already scheduled for that date.

Motion to authorize advertising Water Gap Capital Partners, LLC Conditional Use Public Hearing (this item is tabled).

BILLS TO BE PAID: General Fund: \$33,918.00

Highway Fund: \$40,370.42

Total: \$74,288.42

A motion to approve payment of the bills submitted was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: none

A motion to adjourn at 4:50 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – MARCH 20, 2019 – 4:00 p.m.

MINUTES

Mr. Barrett called the meeting to order at 4:04 P.M.

PRESENT: Brian E Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Jon Tresslar (Engineer); Ronold Karasek (Solicitor).

Also present were: Shaun Lyons; Joseph Schlim; Dr. Morrow; Andrew Wolf Cramer, Swetz, McMann & Jordan (Petitioners Attorney); Peter Layman (McFall, Layman & Jordan (Attorneys)).

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: March 12, 2019 – Regular Meeting: A motion to approve was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

NEW BUSINESS:

Public Hearing: Determination on a Proposal of Water Gap Partners, LLC.

Party asking parting status are questioned by the attorneys as to granting party status. Supervisors vote on individual motions to accept or reject each applicant for party status. Public hearing carried to resume on April 3, 4:00 P.M.

Motion to approve the 2019 Ground Fertilization: Contract #7441 in the amount of \$5,940.00 submitted by Strauser Nature's Helpers. (They were the only bidder).

A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

BILLS TO BE PAID:

General Fund: \$54,883.46

Park Fund: \$ 141.53

Highway Fund: \$15,179.20

Community Garden Fund: \$ 331.90

Total: \$74,536.09

A motion to approve and pay the bills as submitted was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS:

Mr. Wolf asks what is the status of the conditional use application filed on 3-4-19. Mr. Karasek asks if Attorney Wolf can send a letter withdrawing the application. Attorney Wolf agrees.

A motion to adjourn at 7:01 P.M. was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – MARCH 27, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:01 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary).

MINUTES: March 20, 2019 – Work Session: A motion to approve with change to second line under New Business, change “parting” to “party.” A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Motion to authorize advertising a Special Work Session for Thursday, April 4, 2019 at 4:00 P.M. regarding Barry Isett & Associates Proposal for Landscape Architecture Services Re: “Wellness Park Master Site Plan”. A motion to approve was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

Motion to approve payment to Central Teamsters Health & Welfare Fund in the amount of \$17,199.35 due April 15, 2019. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to authorize the Chairman to sign the 2019 Pension Contribution Letter and approve payment in the amount of \$24,165.48 to the Penna. Municipal Retirement System. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve Jim Dellavalle proposal to maintain the Rivers Edge Bike Pump Track at a cost of \$1,200.00 per month split 50/50 per month with Middle Smithfield Township for 7 months. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Approve proposal from Barry Isett & Associates, Inc. to prepare DCNR application for “WELLNESS PARK MASTER SITE PLAN” and authorize Supervisors execution of same. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Grant Resolution Signature Page from DCNR to certify Resolution No. 419 has been passed to authorize “WATERFRONT WELLNESS PARK PHASE 1”. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: Discussion of support (\$2000 contribution) for small town DCNR grant for WGA entrance to Minisink Park.

A motion to adjourn at 5:21 P.M. was made by Mr. Bower; second by Mr. Barrett;

Motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – APRIL 3, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:04 P.M.

PRESENT: Brian E Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary).

Also Present was Mr. Andy Wolfe; Mr. Shaun Lyons; Mr. Joseph Schlim; plus approx. 70 residents of Delaware Water Gap and environs of Delaware Water Gap County Club.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: March 27, 2019 - Work Session: A motion was made by Mr. Bower; second by Mr. Lovenheim to approve the minutes as written; motion carried.

OLD BUSINESS:

Continuation of Public Hearing – Re: Determination on a Proposal of Water Gap Partners, LLC. Continuing to hear nearby residents to Water Gap CC and speakers who have previously been admitted as Parties to the proceedings. See steno notes of proceedings.

NEW BUSINESS:

Approve Invoice from Middle Smithfield Township in the amount of \$950.00 for Restaurant Week – Smithfield Restaurants Participation. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Motion to authorize purchase of a new microwave for the office not to exceed \$125.00, A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried,

Motion to authorize re-advertising the 2019 Spring Cleanup Bid Notice. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID:

General Fund: \$55,506.58

Park Fund: \$ 364.72

Highway Fund: \$ 2,226.08

Total: \$58,097.38

A motion to approve and pay all bills as presented was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 7:16 P.M. was made by Mr. Bower; second by Mr. Barrett;

Motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – APRIL 10, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:31 P.M.

PRESENT: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary); Lee Bower (Vice Chairman) was absent.

Also present was: Norm Fish; Channel 13; Lois J. Turr (Administrative Secretary).

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: April 3, 2019 – Work Session

April 4, 2019 - Special Work Session

A motion to approve both meeting minutes listed above was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

NEW BUSINESS:

PUBLIC HEARING: Ordinance No. 233 – Adding Chapter 29 – Volunteer Service Tax Credit Program. A motion to approve was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

Adopt Resolution No. 420 – Volunteer Service Tax Credit Program to Claim Local Tax Credit. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn at 4:41 P.M. was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – APRIL 17, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:04 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary).

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: April 10, 2019 – Work Session: A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

NEW BUSINESS:

Attorney Debra Huffman – Discuss Clients request to install a driveway on an existing property. Recommended that her clients file for a Conditional Use Permit to build a new driveway access from a second lot that will be joined with current one.

BILLS TO BE PAID:

General Fund: \$43,318.35

Park Fund: \$ 122.78

Highway Fund: \$ 3,828.64

Community Garden: \$ 691.13

Total: \$47,960.90

A motion to approve payment of the bills submitted was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 4:17 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – MAY 1, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:15 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary); Lee Bower (Vice Chairman) was absent.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: April 23, 2019 – Regular Meeting: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

NEW BUSINESS:

Motion to approve Minor change to Ordinance No 233 to change “Suburban EMS” to” Bushkill Ambulance”. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to donate \$200.00 to support the Lehigh Valley Center for Independent Living Annual Fishing Derby – September 2019. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to Adopt Resolution No. 421 – For the Creation of a Native Garden with Gazebo & Loop Path. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to Adopt Resolution No. 422 – For the purchase, install and build trail to Public Event Gazebo in Mt. Nebo Park. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn at 4:19 P.M. was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – MAY 8, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Jon Tresslar (Township Engineer); Ronold. Karasek (Township Solicitor); Also present were: Mr. Schlim; Mr. Wolf; Mr. Lyon for Water Gap LLC; and the following Attorney's James Fareri; Marshall Anders; Peter Layman.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: May 1, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

UNFINISHED BUSINESS:

Continuation of Public Hearing – Water Gap Capital Partners, LLC.: Mr. Schlim was questioned by Mr. Anders, Mr. Lehman, Mr. Fareri. The questions centered on the details of treatment that will be provided and whether those activities are consisted as an “assisted living facility” as defined in the zoning code as an R1 zone approved use. Questioning of Dr. Morrow followed, asking him to describe the types of therapy and care that will be provided.

Public Meeting portion closed.

NEW BUSINESS: None

BILLS TO BE PAID:

General Fund: \$65,582.86

Park Fund \$ 3,891.22

Highway Fund: \$ 3,671.34

Community Garden: \$ 82.85

Total \$73,228.27

A motion to approve payment of the bills as submitted was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 6:20 P.M. was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

WORK SESSION – MAY 15, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:05 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice-Chairman); Robert Lovenheim (Assistant Secretary).

Also present was Jacob Pride.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: May 8, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Bower; second by Mr. Barrett; motion carried.

NEW BUSINESS:

Motion to approve the purchase of 2 Queen Bees for the Township Apiary.

A motion to approve the purchase of two Queen Bees for the Township Apiary was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Motion to approve the purchase of Basketball Nets/Chains for the Basketball Court at the Waterfront Park. A motion to approve the purchase of two nets at a cost not to exceed \$ 50.00 was made by Mr. Bower; second by Mr. Barrett; motion carried.

Discuss establishing an Advisory Committee populated by those with an interest and experience working on the feral cat dilemma and establishing a process to provide a subsidy toward the cost of \$35.00 per cat to be neutered. A motion to approve was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

Discussion relative to hiring another part-time person. Investigating possibly sources for employee for example Manpower.

Motion to renew the contract with Super Heat. A motion to approve a year-long contract at less than \$4,000.00 for four visits quarterly was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID:

General Fund: \$29,796.67

Park Fund: \$ 797.53

Highway Fund: \$ 4,073.58

Total: \$34,667.78

A motion to approve paying all bills as submitted was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 4:59 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – JUNE 5, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:05 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman);

Robert Lovenheim (Assistant Secretary) was absent.

Also present were: Ronold Karasek (Township Solicitor); Jon Tresslar (Township Engineer); Lois J. Turr (Administrative Secretary); Robert Brown and Troy Nauman.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: May 28, 2019 – Regular Meeting – A motion was made by Mr. Barrett to approve the minutes as written; second by Mr. Bower; motion carried.

NEW BUSSINESS:

Motion to ratify the purchase of a new computer for the Roadmaster in the amount of \$1,239.50. Mr. Barrett made a motion to approve; second by Mr. Bower; motion carried.

Motion to ratify payment made to EMC Insurance in the amount of \$304.53. Mr. Barrett made a motion to approve; second by Mr. Bower; motion carried.

Motion to approve Shawnee Village Annual Block Party to be held on Thursday, July 4, 2019 from 4:00 P.M. to 8:00 P.M. Mr. Bower made a motion to approve; second by Mr. Barrett; motion carried.

Motion to pay Karasek Law Offices. LLC May 2019 Invoice in the amount of \$7,036.81. A motion to approve payment was made by Mr. Bower; second by Mr. Barrett; motion carried.

Bob Brown – Re: HOP Extension – Two Commercial Properties on Business Route 209 (Milford Road). On motion made by Supervisor Lee bower and seconded by Supervisor Brian Barrett (and unanimously approved on a 2-0 vote) the Robert Brown Projects located on Mt Tom Road shall be granted a further extension to July 13, 2022 in which to complete the required improvements as per the Land Development Agreement dated August 29, 2019. The Solicitor to prepare written Extension Agreements for execution by the Applicant and the Township.

Although the prior Extension Agreement recited that no further extension would be requested or granted, the Supervisors decided that the instant extension would be fair and reasonable in that a) market conditions have continued to remain unchanged since the last extension given in December of 2016 b) both the Highway Occupancy Permits (HOPs) and the national Pollutant Discharge Elimination System Permits (NPDESs) have been secured for the projects and c) the Developer has spent approximately Eight Hundred Fifty Thousand Dollars (\$850,000.00) for the projects. Accordingly, the Supervisors wish to make clear that this motion was based upon these specific facts without which the extension would not have been granted.

Troy Nauman – Re: Plans for Hemp Processing Center. It was stated that Ken Wolf the Zoning Officer has to make the call.

A motion was made by Mr. Bower, second by Mr. Barrett and approved 2-0 at the Work Session of the Township Board of Supervisors on Wednesday, June 5, 2019 that the language is as follows: "Within twenty-four (24) hours of the issuance of any building or zoning permit, the Township Zoning Officer and/or the Building Codes Official shall deliver (either in hand or by electronic mail) to each member of the Township Board of Supervisors a copy of said issued permit(s)."

Discuss Rivers Edge Family Bike Park Pump Track. The Township Engineer stated he should have plans by next week.

A motion was made by Mr. Bower, second by Mr. Barrett to except the Agreement of the \$500.00 for Pools Passes for 2019.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

MEETING ADJOURNED: A motion was made by Mr. Bower, second by Mr. Barrett to adjourn the meeting at 5:40 P.M.

Lois J. Turr

Administrative Secretary

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS COUNTY OF MONROE,
COMMONWEALTH OF PENNSYLVANIA WORK SESSION OF JUNE 12,2019 AT
4:00P.M. MEETING**

MINUTES

Call to Order and Members Present

The meeting was called to order at 4:00 p.m. by Supervisor Chair, Brian Barrett. Supervisor Lee Bower was present while Supervisor Robert Lovenheim was absent.

In addition to the Supervisors, the Township Solicitor, Ronald J. Karasek, Esquire, of the Karasek Law Offices was present.

The Pledge of Allegiance to the Flag: was recited.

Public Comments on Agenda: None.

Minutes: There were no meeting minutes upon which official action was to be taken.

Public Hearings:

The fourth public hearing was held on the Water Gap Capital Partners, LLC request to determine whether a private residential drug and alcohol treatment facility should be considered a conditional use in the R-1 (Low Density) Residential Zoning District pursuant to the Township Code of Ordinances, Chapter 27, Zoning Ordinance Section 302.2.

As with the prior public hearings, most of the residents who attended the hearing were from the Borough of Delaware Water Gap or adjoining property owners to the Delaware Water Gap facility. Further, the attorneys who were present for the prior hearings- F. Andrew Wolf, Marshall E. Anders, James V. Fareri and Peter C. Laymen were also present.

This public hearing (as with the other public hearings) was stenographically recorded. The testimony of George R. Loudon, Jr. -the Owner, Operator and Administrator of Grace Park, a Personal Care Home- was taken. Further, the cross examination, re-direct exam and re-cross exam of Robert E. Morrow, M.D. were conducted.

The hearing continued until approximately 7:00 p.m. at which time the hearing was adjourned for the day. Since testimony was not concluded on the application, the record was not closed and another public hearing was scheduled for Wednesday, July 17, 2019 at 4:00p.m. at the Township Municipal Building. This motion was made by Supervisor Chair Barrett, seconded by Supervisor Bower and unanimously approved on a 2-0 voting.

Unfinished Business: None

New Business:

Smithfield Township Board of Supervisors

June 12, 2019

Page Two (2)

a) A motion by Supervisor Chair B. Barrett and seconded by L. Bower for a Special Event Permit for Water Gap Country Club Fireworks (on June 28, 2019-9:00 p.m.-10:00 p.m. with rain date of June 29, 2019) was approved on a unanimous 2-0 vote.

b) A motion by Supervisor Chair B. Barrett and seconded by L. Bower for a Special Event Permit for VFW Post# 2540 Fireworks (on July 20, 2019- 9:30 p.m.-10:00 p.m. with rain date of July 21, 2019) was approved on a unanimous 2-0 vote.

c) A motion by Supervisor Chair B. Barrett and seconded by L. Bower to replenish Petty Cash in the amount of \$105.00 was approved on a unanimous 2-0 vote.

d) A motion by Supervisor Chair B. Barrett and seconded by L. Bower to pay one half (1/2) of the 2019 budgeted contributions to the Shawnee Fire Company- \$28,495.00, the Marshalls

Creek Fire Company- \$28,495.99 and the Delaware Water Gap Fire Company- \$6,510.00 was approved on a unanimous 2-0 vote.

e) A motion by Supervisor Chair B. Barrett and seconded by L. Bower to approve the purchase of two (2) Cell Service Booster Towers for the Tdwnship Maintenance Building and two (2) Cell Service Booster Towers for the Township Municipal Building not to exceed \$1,000.00 was approved on a unanimous 2-0 vote..

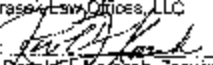
Bills to be Paid:

A motion by Supervisor L. Bower and seconded by Supervisor Chair B. Barrett to pay the bills as follows: General Fund - \$65,452.23, Park Fund- \$4,698.82 and Highway Fund- \$4,833.74 for a total of \$74,984.79 was approved on a unanimous 2-0 vote.

Public Comment: None

There being no other business coming before the Board of Supervisors and on motion by Supervisor L. Bower and seconded by Supervisor Chair B. Barrett and on a unanimous vote of 2-0 the meeting was adjourned at 7:20p.m.

Karasek Law Offices, LLC

By: 
Ronald J. Karasek, Esquire
P.F. No. 23213

So ICitor to Smithfield Township

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISOR
WORK SESSION – JULY 3, 2019 – 4:00 P.M.**

MINUTES

Mr. Barrett called the meeting to order at 4:10 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice-Chairman); Robert Lovenheim (Assistant Secretary) was absent.

Also present was Jacob Pride.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: June 5, 2019 – Work Session

June 12, 2019 – Work Session

June 25, 2019 – Regular Meeting

A motion was made by Mr. Barrett to approve all of the above minutes as written; second by Mr. Bower; motion carried.

NEW BUSINESS:

Motion to approve a Special Events Permit for Mad Apples Grand Opening on July 4, 5 and 7, 2019. A motion made by Mr. Barrett to approve; second by Mr. Bower; motion carried.

Motion to approve Resolution No. 423 - Joinder Deed for Anibal Nazario and Mirium Perez Ridgewood Estates. A motion was made by Mr. Barrett to approve; second by Mr. Bower; motion carried.

Motion to approve payment of Karasek Law Offices, LLC invoice in the amount of \$7,036.91. A motion was made by Mr. Bower to approve payment; second by Mr. Barrett; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion was made by Mr. Bower; second by Mr. Barrett to adjourn the meeting at 4:32 P.M. motion carried.

Submitted by: Lee Bower

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS COUNTY OF MONROE,
COMMONWEALTH OF PENNSYLVANIA WORK SESSION OF JULY 17, 2019 AT
4:00P.M. MEETING**

MINUTES

Call to Order and Members Present

The meeting was called to order at 4:00 p.m. by Township Supervisor Chair Brian E. Barrett. Vice-Chair Lee Bower was present. Assistant Secretary Robert Lovenheim was absent. In addition to the above Supervisors, Township Solicitor, Ronold J. Karasek, Esquire, of the Karasek Law Offices, LLC were present.

The Pledge of Allegiance to the Flag: was recited.

Minutes: Work Session Minutes of July 3, 2019 and the Regular Meeting Minutes of July 9, 2019 were approved on motion by Lee Bower and second by Brian Barrett with vote 2-0..

Public Comments on Agenda: None.

Public Hearing: The continued public hearing (fifth session) on the Water Gap. Capital Partners, LLC; and, as per past hearings, the hearing was stenographically recorded ¹.

The Objectors' side was presented with various witnesses including (but not limited to) Bradley Rinschler, Michelle Zimmerman, Joseph Schlim (re-called), David Norwillo, Pat K. Anders, John W. (Jack) Shoemaker, Valerie L. Ganci, Nefertiti Campbell and Terry & Mary Ann Fagan. Britt Sady, Dave Broussan, Linda Plotnick, Sally Foster, Elei Dilotto, James Brege, Dennis Dowd and Wayne MacWilliams were Public Commentators. (Spellings of surnames are phonetic)

After testimony and comments concluded (at approximately 6:20 pm), a post-hearing briefing schedule was established.

New Business: Motion to Approve the award the in Place Road Paving Bid to H&K Group, Inc. (as the lowest bidder) in the amount of \$222,170.45. Motion by Lee Bower and second by Brian Barrett with vote 2-0.

Bills to be Paid:

General Fund

\$65,848.91

Park Fund	\$3,672.85
Highway Fund	\$3,001.87

Motion to Approve and pay the Bills by Lee Bower and second by Brian Barrett with vote 2-0.

Public Comments: None

Meeting Adjourned: There being no other business and on motion of Lee Bower and second by Brian Barrett with a vote of 2-0, the meeting was adjourned at 6:40 pm.

By: 
Ronald L. Karasek, Esquire
PA I.D. No. 23233
Solicitor for Smithfield Township

Karasek Law Offices, LLC

¹Since there was a stenographer at the hearing, these minutes will not recite the actual testimony; and, reference to that stenographic transcript is made herein.

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION – JULY 24, 2019 – 4:00 P.M.**

MINUTES

Mr. Barrett called the meeting to order at 4:02 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice chairman); Robert Lovenheim (Assistant Secretary) was absent.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: None

NEW BUSINESS:

Motion to award the “In Place Road Paving Bid” to H & K Group, Inc. being the lowest bidder in the amount of \$222,170.45. A motion to approve was made by Mr. Barrett; second by Bower; motion carried.

Motion to ratify payment to Waste Management in the amount of \$5,250.00 for “Spring Cleanup” Expenses. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to adopt “Resolution No. 425” Shawnee Fire Company for Local Share Assessment Fund Monroe County Grant Application. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID:

General Fund: \$33,574.57

Park Fund” \$ 22.96

Highway Fund: \$ 78.39

Total: \$33,675.92

A motion to approve and pay the bills as submitted was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

MEETING ADJOURNED: A motion was made by Mr. Barrett to adjourn the meeting at 4:35 P.M. second by Mr. Bower; motion carried.

Submitted by: Lee Bower

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – AUGUST 7, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:12 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary);

Also present were: Ronold Karasek (Township Solicitor); Jon Tresslar (Township Engineer); Ken Wolfe (Zoning Officer); Corissa Gehring; Jacob Pride.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: None

NEW BUSINESS:

Ratify services of Protection Services to provide Security at Minisink Park starting effective August 3, 2019 Weekend thru September 14, 2019 Weekend.

A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve any Supervisors wishing to attend the Tribute to Don Kline at the Shawnee Inn on September 29, 2019 at a cost of \$25.00/person. A motion to purchase four tickets at \$25.00 each was made by Mr. Barrett; second by Mr. Bower; motion carried.

Troy Nauman: Mr. Nauman discussed his tentative plan to rent space at the airport to an ax throwing school and sport space (indoor). He questions BOS about whether this is permitted in an Industrial Zone. Ken Wolfe suggested that if the axes are assembled, and it becomes partly a manufacturing, finishing and assembly plant. Ken and Tino will examine. Jon Tresslar will email us ordinances covering industrial parks in Lehigh Valley that permit recreational uses (like batting cages etc.).

Discuss Insurance Quote from Brown & Brown. No action was taken and will research with Sundance.

Discuss Minisink Park Fields relative to the Crabgrass. A motion was made by Mr. Bower to do the fall application on the crab grass now, and then revisit the situation in late fall or winter to see if more action is necessary; second by Mr. Barrett; motion carried.

Motion to refund Kirsten Jones \$73.18 for Vet Payment and Supplies for Township Kittens. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve payment of Karasek Law Offices, LLC Invoice for July 2019 in the amount of \$4,456.36. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

BILLS TO BE PAID:

General Fund: \$25,313.57

Park fund: \$ 2,374.25

Highway Fund: \$16,850.51

Total: \$44,538.33

A motion to pay all above outstanding bills as presented was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 5:08 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – AUGUST 14, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:13 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary); Lee Bower (Vice chairman) was absent; Ronold Karasek (Township Solicitor); Jon Tresslar (Township Engineer); Ken Wolfe (Zoning Officer); also present were Corissa Gehring and Jacob Pride

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: None

NEW BUSINESS:

Attorney Deborah L. Huffman – Re: Perez-Nazario Project. Both Mr. Wolfe and Mr. Tresslar reviewed and asked questions. The key question requiring conditional use would be a land development plan, but this is an improvement to an existing developed lot and structures. A motion was made by Mr. Barrett to approve the request to increased slope disturbance exemption to 6500 square feet which will correct an existing non-conformity with approval of the township. Zoning officer Mr. Wolfe is in full agreement; second by Mr. Lovenheim; motion carried.

Discuss Cyber Security Protection Quote from Brown & Brown, Ins. for \$1,000,000.00 Liability Insurance with \$2,500 Deductible at yearly Premium of \$1,228.19. A motion was made by Mr. Barrett to approve the quote from Brown & Brown, Ins.; second by Mr. Lovenheim; motion carried.

Motion to approve the annual payment to Quill for Quill plus Blue in the amount of \$24.00; A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Corissa Gehring: A motion was made by Mr. Barrett to approve extension of current contract at \$15.00 per hour; 10 hours per week; for six months; second by Mr. Lovenheim; motion carried.

Motion to approve transfer of \$10,000.00 from General Fund to Park Fund. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

2020 Milford Road: Discussion with Jefferson Austin about proposal to convert it to a rental car office. This would be an independent rental facility, not affiliated with a national car rental company. It would be in a B-1 zone, conditional use. Mr. Barrett stated that we will do research, and the Mr. Wolfe will also put together more facts on the operation.

BILLS TO BE PAID: None

PUBLIC COMMENTS: Question by Jacob Pride, what exactly is Quill? Answer by Mr. Barrett, it refers to a deal on office suppliers.

A motion to adjourn at 4:53 P.M. was made by Mr. Barrett; second by Mr. Lovenheim; motion adjourned.

Meeting reopened at 5:10 P.M.

Re: Delaware Water Gap CC application for conditional use: A motion was made by Mr. Barrett to, determine whether any additional oral arguments should be heard, close the public hearing, and that the vote may be taken in the same meeting session; second by Mr. Lovenheim; motion carried.

A motion to adjourn at 5:14 P.M. was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – AUGUST 21, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:09 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ken Wolfe (Zoning Officer) Ronold Karasek

(Township Solicitor); Jon Tresslar (Township Engineer); Stenographer Donna Kenderdine;

Also present were: Corissa Gehring; Jacob Pride; Hector Lisboa representing Mohamed Mohamed (who was absent) and Mohamed's son;

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: None

PUBLIC HEARINGS:

Conditional Use Hearing on an Application Submitted by Mohamed Mohamed to construct a Dunkin' Donuts with a drive through window.

Mr. Lisboa, the contractor, presented plans for the applicant who was not present. He showed us elevations of the proposed building modification adding approximate 66 square feet to the side of the building (the drive thru area). He also explained that two sign-size structures, a menu board and a weather shelter over the menu board area will be built. Each will be on a single pole. Discussion based on Mr. Tresslar's email of Aug. 15 concluding that the renovations are minor, do not interfere with the flood plan, but because there is a drive-thru window, it does require a conditional use. Mr. Wolfe concurred with Mr. Tresslar's analysis and conclusion. The next step is to schedule a hearing on the conditional use. Agreement to consider at a Wednesday Work Session, September 11, 2019 at 4:00 P.M. A motion to adjourn the public meeting on this issue and reopen it on September 11 at 4:00 P.M. was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

NEW BUSINESS:

Motion to approve five (5) additional cuts to Strauser Natures Helpers 2019 General Maintenance Contract for Minisink Park. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID:

General Fund: \$32,758.79

Park Fund: \$ 2,238.75

Highway Fund: \$ 3,032.79

Total: \$38,030.33

A motion to approve and pay the bills as submitted was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 4:40 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION – SEPTEMBER 11, 2019 – 4:00 P.M.**

MINUTES

Mr. Barrett called the meeting to order at 4:00 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor);

Jon Tresslar (Township Engineer);

Also present were: Charles Vogt and Nick Frederick for Shawnee Mountain; Mohamed Mohamed; Amir Mohammed Jr.; Hector Lisboa for Dunkin' Donuts;

Corissa Gehring; Jacob Pride; Donna Kenderdine (Stenographer).

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: August 28, 2019 – Work Session- A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

PUBLIC HEARINGS:

Mr. Barrett opened the Public Hearing at 4:35 P.M. on the Continuation of Conditional Use Hearing on an Application submitted by Mohamed Mohamed to construct a Dunkin' Donuts with a drive through window. Since the Planning Commission has refused to render a decision claiming lack of information from the engineer, the Supervisors cannot vote at this time. Mr. Barrett suggested a "Special Meeting" between the Board of Supervisors and the Planning Commission to try to speed the process of approval. Mr. Lisboa's concern is his construction/production schedule and his desire to open the business by the end of 2019. A motion to continue the hearing on September 25, 2019 at 4:00 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

A motion to adjourn the hearing at 5:08 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

NEW BUSINESS:

Nick Frederick/Attorney Charles Vogt – Re: Shawnee Mountain: Mr. Vogt explained the need for more housing on the property, primarily for housing ski instructors and others, because of the need for labor and the necessity of bringing in labor from foreign countries. They would like to build more housing both in Smithfield and Middle Smithfield, on the existing parking lots of the property. Discussion of whether this employee housing should be considered a "dwelling" under the existing zoning rules. Zoning Officers opinion is that it is a "dwelling," and that it will require a Conditional Use.

Recommendation to apply to Zoning Hearing Board for Conditional Use.

Alternate may be to change the zoning definition so that the proposed project will fit into the definition of what is allowed in a resort designated area.

Reappoint Marianne Bridges to the Smithfield Sewer Authority Term to Expire on 01-01-2022. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve advertising "Road Crew Position" & "Emergency Management Coordinator". A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion approved.

Motion to ratify payment in the amount of \$17,199.35 to Central Teamsters Health & Welfare Fund. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to approve full page ad at a cost of \$130.00 for the 28th Annual Holiday Tree Lighting check payable to the Rotary Club of the Smithfield. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID:

General Fund: \$73,857.57

Park Fund: \$ 4,860.47

Highway Fund: \$ 2,775.61

Total: \$81,493.65

A motion to approve and pay the bills as submitted was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: none

A motion to adjourn at 5: 20 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS AND
SMITHFIELD TOWNSHIP PLANNING COMMISSION
JOINT MEETING – SEPTEMBER 18, 2019 – 4:00 P.M.**

AGENDA

Mr. Barrett called the Joint Meeting of the Board of Supervisors and Planning Commission to order at 4:01 P.M.

MEMBERS PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor) Jon Tresslar (Township Engineer); Planning Commission Members: Bob Moses; Edie Schramm; Jason Startari; Scott Amori (vice Chairman); Douglas Schryver Chairman); Social Media Advisor: Corissa Gehring; Jacob Pride; Dunkin Donuts Representatives Mohamed Mohamed and Hector Lisboa.

Mr. Barrett opened the meeting with the Pledge of Allegiance to The Flag:

MINUTES: None

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Review and Make Recommendation on the Conditional Use Application Submitted by Mohamed Mohamed to construct a Dunkin' Donuts with a drive through window. PROPERTY LOCATION: Motel on Broad Street, Delaware Water Gap, Pa. Mr. Lisboa presented the details of the plan, especially the drive through window which is the subject of the conditional use application.

A motion was made by Scott Amori to recommend approval of Conditional Use Application; second by Jason Startari; motion carried.

Financial Audit: Mr. Barrett presented the 2018 Audit and reported that it is acceptable. A motion to approve signing off on this document was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

UNFINISHED BUSINESS:

Review updated Ordinance Amendments. A motion was made by Mr. Startari for the Planning Commission to recommend approval of the current draft of the Enterprise District and Use Definitions Ordinance Amendments; second by Mr. Moses; motion carried.

Mr. Karasek pointed out that several amendments to the zoning code have been added that Judith Goldstein of Boucher & James has not reviewed as to their impact or relevance to the proposed Ed Zone update. He will contact her and advise of the amendment changes.

A motion was made by Mr. Startari to adjourn at 5:35 P.M. the Planning Commission Meeting; second by Ms. Schramm; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 5:37 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION – SEPTEMBER 25, 2019 – 4:00 P.M.**

MINUTES

Mr. Barrett called the meeting to order at 4:09 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor); Donna Kenderdine (Stenographer); Applicant for Dunkin Donuts (Mohamed Mohamed); Corissa Gehring (Social Media Advisor);

MINUTES: None

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS:

Continue Public Hearing on the Conditional Use Application submitted by Mohamed Mohamed to construct a Dunkin' Donuts with a drive through window.

A motion to close the public hearing to allow this as conditional use in this district was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

A motion to allow this conditional use to be allowed in this district was made by Mr. Bower; second; by Mr. Barrett; motion carried.

A motion to approve allow this as a conditional use was made by Mr. Barrett, with questions as to hours of operation, (5:00AM -10:00 PM), signage to be approved by

Township Engineer (agreed), landscaping as in plan, lighting will not bleed on to neighbors property (per existing ordinance); second by Mr. Lovenheim; motion carried.

NEW BUSINESS:

Motion to approve payment of the following contributions approved in the 2019 Budget: Delaware Water Gap Fire Co. \$6,510.00: Marshalls Creek Fire Co. \$28,495.00: Shawnee Fire Co. \$28,495.00: Bushkill EMS \$4,500.00: Suburban EMS \$2,500.00. A motion to approve and pay these bills was made Mr. Barrett; second by Mr. Bower; motion carried.

BILL TO BE PAID:

General Fund: \$ 55,318.46

Park Fund: \$ 3,041.91

Highway Fund: \$ 57,837.13

Total: \$116,197.50

A motion to approve and the pay bills as submitted was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 4:46 P.M. was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – OCTOBER 2, 2019 – 4:00 P.M.

MINUTES

Mr. Bower called the meeting to order at 4:00 P.M.

PRESENT: Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Brian E. Barrett (Chairman) was absent: Also present was Ken Wolfe (Zoning Officer); Public Jacob Pride; Isaac and Monica Algerio.

MINUTES: September 24, 2019 – Regular Meeting

September 25, 2019 – Work Session

A motion to approve the minutes was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Isaac & Monica Algerio – Re: Auto Repair Shop off Seven Bridge Road.

Establish a repair garage in the former church building on Twin Falls Road. Intention is to purchase land and building now owned by Church to open garage. Report from Ken Wolfe: need 150 feet road frontage on road for garage. This property does not meet that requirement. Also would require a 12-30 foot driveway. Structure must be certified as sound, and must meet engineering requirements.

Board of Supervisors advised these are problems and it may be better to exam alternatives, otherwise Ken Wolfe advises must file a land development plan to proceed.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn at 4:19 P.M. was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – OCTOBER 9, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice chairman); Robert Lovenheim (Assistant Secretary); and public Jacob Pride.

MINUTES: October 2, 2019 – Work Session: A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Motion to approve & sign the Township Adjudication – Re: Water Gap Capital Partners, LLC. A motion was made by Mr. Barrett to table this item and continue at the next BOS Work session at which time Ron Karasek will be able to review with BOS Oct. 16; second by Mr. Lovenheim; motion carried.

Discuss Meeting Space in the Township Building Re: Delaware Water Gap Community Roundtable for November 6, 2019 – preferred hours of 10:30 A. M. To 12 Noon. A motion to approve as use for one day by a government associated non profit, The Delaware Water Gap (National Recreation Area) Community Round Table Meeting was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: none

A motion to adjourn at 4:35 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – OCTOBER 16, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:02 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor); Ms. Melissa Prugar, P.E.; Five Representatives from Vigon International; Troy Nauman; Chuck Leonard; Corissa Gehring; several Township residents.

MINUTES: October 9, 2019 – Work Session - A motion to approve the minutes was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS:

Conditional Use Application - Re: Vigon International, Inc. for Warehouse with Light Manufacturing & Office Space. Testimony was taken from representatives of the applicant and a transcript will be provided. A motion to close the public hearing portion of the meeting was made by Mr. Barrett; second by Mr. Bower; motion carried. A motion to grant Conditional Use Application including six certain conditions 1. The Vigon Land Development Plan must be approved by the Township B/S; and 2. The Vigon Subdivision Plan must be approved by the Township B/S; and 3. The Saldo waivers must be approved by the Township B/S. If not approved, the plan would need to be re-designed to comply with the Saldo or the waivers will need to be withdrawn; and 4. The Zoning Variances must be approved by the Township ZHB. If not approved, the plan would need to be re-designed to comply with the Zoning Ordinance or the variances will need to be withdrawn; and 5. Full compliance with the Township Engineers review Letter of October 1, 2019; and 6. Days/Hours of Operation: Monday through Friday, 7 A.M. to 7 P.M.; and, Saturday for 8 hours. Motion was made by Mr. Lovenheim; second by Mr. Barrett; motion carried unanimously.

NEW BUSINESS:

Motion to approve and sign the Township Adjudication – Re: Water Gap Capital Partners, LLC. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried unanimously.

Motion to Authorize Advertising a Public Notice for the following dates as needed at 11:15 A.M. for the 2020 Budget Work Sessions: October 30, November 6, November 13 and November 20, 2019. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID:

General Fund: \$70,270.31

Park Fund: \$ 2,911.83

Highway Fund: \$13,548.96

Total: \$86,731.10

A motion to approve and pay the bill as submitted was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 5:46 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – OCTOBER 23, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); (Shawnee Fire) Dave Timko; Jason Witcraft; (Marshalls Creek Fire) Joseph Luisi; (Bushkill Ambulance) Debbie Kulick.

MINUTES: October 22, 2019 – Regular Meeting – A motion to approve minutes was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

NEW BUSINESS:

Shawnee Fire Company and Marshalls Creek Fire Company. A discussion with Marshalls Creek and Shawnee Fire Departments and Bushkill Ambulance about access to Smithfield Gateway and height of new warehouse and operations Vigon Building.

Authorize payment of three (3) Supervisor's Membership not to exceed the amount of \$25.00/person. (Re: the Trust for Public Land Memo). A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 4:56 P.M. was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – NOVEMBER 6, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:08 P.M.

PRESENT: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary); Lee Bower (Vice Chairman) was absent.

Also present were Ronold Karasek (Township Solicitor); Jon Tresslar (Township Engineer); Supervisor elect/ Jacob Pride; Corissa Gehring; Troy Nauman; Vigon Reps: Richard Williams (Solicitor); Joe Cerreia; Mark J. Buchvalt; Stephen Somers; Ken Wieceoreck John Fanning.

MINUTES: October 30, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Land Development Plan of Vigon International, Inc. Presentation of site plan by project manager Buchvalt addressing comments of Township Engineer. They presented a list of SALDO waivers requested. The Township Engineer had no objections.

A motion to approve the SALDO waivers 1-10 as outlined in the revised letter of Oct. 1 from the project engineer, subject to signing of review letter agreeing to terms and conditions and the Township Engineer conditions of a sump pump in the inlets and an orange construction fence around the perimeter along the buffers feet from the area of possible disturbance was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

A motion to grant preliminary final approval subject to conditions enumerated by Mr. Karasek per conditions as listed in the approved minutes dated October 16, 2019 including Airport Road be brought up to Township standards and conditions set forth in the Township Engineers review letter of Sept 18, 2019 and October 1, 2019 was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Joinder Deed/Lot Consolidation – Vigon International, Inc.: A motion to approve with conditions agreed to as enumerated by Mr. Karasek. Approved by Vigon Attorney Mr. Williams and Engineer Mr. Buchvalt was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

A motion to waive the Land Development Plan (SALDO) for Airstrip Road improvements subject except for the Township Engineering review and compliance with same, with the applicant posting Maintenance and Security Bond as requested by the Township Engineer was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to adopt Resolution No. 388 – Re: Marshalls Creek and Shawnee Fire Department Recovery of Cost. A motion to approve was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

Motion to hire Joshua Craver as a Road Crew member at a rate of \$19.35 per hour and to serve a 90 Day Probationary Period. Effective starting date: November 19, 2019. A motion to approve hiring Joshua Craver was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to approve purchase of (3) three batteries and (3) three pads for the (3) three Township Defibrillator at a cost of \$1,665.00. A motion to approve the purchase was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 5:55 P.M. was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION – NOVEMBER 13, 2019 – 4:00 P.M.

MINUTES

Mr. Barrett called the meeting to order at 4:09 P.M.

Present: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary)

Lee Bower (Vice Chairman) was absent.

Also present was Supervisor Elect Jacob Pride.

MINUTES: November 6, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Motion to approve the purchase from Sundance Networks, Inc. four (4) new office computers and one (1) tower & screen monitor for Camera Monitoring at a cost of \$7,094.00. Discussion of motion, Mr. Lovenheim recommended more investigation of alternatives, especially one that included replacement of the telephone system as well. Mr. Pride, in the audience, suggested he might be able to do some research. Motion tabled.

Motion to approve the “Finding of Fact, Conclusion of Law and Decision” Re: Airstrip Road DC, LLC. A motion to approve as written was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to approve advertising the Public Notice for CPA Services for the 2019 Financial Audit. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID:

General Fund: \$62,442.46

Park Fund: \$ 4,645.25

Community Garden Fund: \$ 34.94

Total: \$67,122.65

A motion to approve the total of bills to be paid as submitted was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 4:45 P.M. was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION – NOVEMBER 20, 2019 – 4:00 P.M.**

MINUTES

Mr. Barrett called the meeting to order at 4:07 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); audience: Mr. Pride; Ms. Gehring.

MINUTES: November 13, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

NEW BUSINESS:

Motion to approve invoice in the amount of \$20.00 to PSATS for Fire Service Class Materials. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to award the bid for Anti-Skid material for Year 2020 to Hanson Aggregates Pa., LLC. At a cost of \$13.50 per ton for AS3 and \$15.00 per ton for AS2. They were the only bidder. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to ratify approval of advertising that the Proposed 2020 Budget is available for public inspection. A motion to approve advertising was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve the disbursement of monies to the Shawnee Fire Company Volunteers as per the Smithfield Township Volunteer Tax Credit Ordinance. A

motion to amend Smithfield Township Volunteer Tax Credit to include a 10% tax credit of money for County, Library and Smithfield Municipal Tax was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Discuss participation in “Buy Local”. Opinion of Supervisors is that this is of marginal value to us because of make up of retail businesses in the Township at this time.

Motion to recommend Option 2/Silver at a cost of \$2,840.00: Re: Active Assailant Coverage. A motion was made by Mr. Barrett to approve the recommendation; second by Mr. Bower; motion carried.

Pennsylvania American Water Company Contract for Maintenance of three (3) Public Fire Hydrants at a cost of \$17.11 per month. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to approve up to \$900 for development, printing of brochure describing and encouraging the creation of a MRF Recycling Facility in Smithfield serving the Monroe County Area. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID:

General Fund: \$27,213.50

Park Fund: \$ 520.79

Total: \$27,734.29

A motion to approve and pay the bills as submitted was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 4:50 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

SPECIAL-MEETING

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

ANNUAL REORGANIZATION MEETING – JANUARY 7, 2019 – 4:00 P.M.

MINUTES

The Smithfield Township Board of Supervisors held their annual Reorganizational Meeting at the Township Municipal Building on January 7, 2019 at 4:09 P.M. opening with the Pledge of Allegiance to the Flag.

PRESENT: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary)

Lee Bower (Vice Chairman) via telephone.

Also present: Ronold Karasek (Township Solicitor); Lois J. Turr (Administrative Secretary); Rose Marie Davis (Township Auditor).

ELECT TEMPORARY/ACTING CHAIRMAN: A motion was made by Mr. Barrett to elect Mr. Lovenheim Acting Chairman; second by Mr. Bower; motion carried.

NOMINATIONS:

Chairman: Motion made by Mr. Lovenheim to nominate Mr. Barrett as Chairman; second by Mr. Bower; motion carried.

Vice-Chairman: Motion made by Mr. Lovenheim to nominate Mr. Bower as Vice Chairman; second by Mr. Barrett; motion carried.

Roadmaster: Motion made by Mr. Lovenheim to nominate Ed McCormick as Roadmaster; second by Mr. Barrett; motion carried.

Secretary: Motion made by Mr. Lovenheim to nominate Mr. Barrett Secretary; second by Mr. Bower; motion carried.

Assistant Secretary & Chief Economic Development Officer: Motion made by Bower to nominate Mr. Lovenheim Assistant Secretary and Chief Economic Development Officer; second by Mr. Barrett; motion carried.

Operations Manager: Motion made by Mr. Lovenheim to nominate Mr. Bower Operations Manager; second by Mr. Barrett; motion carried.

Mr. Lovenheim made a motion to close the nominations and have the Secretary cast the ballot; second by Mr. Barrett; motion carried.

APPOINTMENTS:

Township Engineer – Jon Tresslar, PE firm of Boucher & James

Alternate Engineer – Sal Caiazzo, PE firm of Hanover Engineering

Township Solicitor – Ronold J. Karasek, Esq.

Township Treasurer – Frank Cefali

Township Special Solicitor – Thomas Heimbach, Esq. (bargaining unit and employee/labor law matters)

Township Zoning Officer – Kenneth Wolfe

Township Building Code Official – Tino Nocchi & Firm of Base Engineering

Alternate Zoning Officer – Firm of Boucher & James, Inc.

Township Sewage Enforcement Officer – Dave Manter

Alternate Sewage Enforcement Officer – Jeryl Reinhart

Planning Commission Solicitor – Ronold J. Karasek, Esq.

Planning Commission Engineer – Jon Tresslar, PE & Firm Boucher & James, Inc.

Township Pension Fund – Pennsylvania Municipal Retirement System

Independent CPA Audit Firm – Kirk, Summa & Co., LLP

Township Accounting Consultant – Corcoran Hegarty & Associates (As Needed Basis)

Chairman of the Vacancy Board – Junius Stephen Clemmons

Emergency Management Coordinator – Being Advertised

Alternate Emergency Management Coordinator – Guy Miller

Collector of Earned Income & LST Taxes – Berkheimer & Associates

Monroe County Planning Commission Board – Brian E. Barrett

MOTION TO APPROVE ALL APPOINTMENTS: was made by Mr. Barrett; second by Mr. Bower; motion carried.

RE-APPOINT TOWNSHIP EMPLOYEES: Edward McCormick

Jeremy Popecki Fred Taylor Norbert Erichsen

William Graffin

Patrick Norman

Lois J. Turr (part time)

Lynn Pryor (part time)

Joseph Luisi (part-time)

and hire temporary employees as needed.

Mr. Barrett made a motion to approve the reappointment of full-time employees and part-time employees; second by Mr. Bower; motion carried.

RATE OF PAY: For all appointed and other full-time or part-time non-bargaining unit employees, as set forth in the 2019 budget.

REQUEST TOWNSHIP AUDITORS to set Supervisors rate of pay as employees at \$21.65/hr. for Secretary, \$21.07/hr. for Operations Manager, \$19.85/hr. for Assistant Secretary and Chief Economic Development Officer.

SET TREASURER'S BOND at \$3,000,000.00 and increase or decrease as needed through proper process.

APPOINT OAK GROVE MULTI-MUNICIPAL COMPOST BOARD VOTING DELEGATES: Brian E. Barrett.

APPOINT OAK GROVE MULTI-MUNICIPAL COMPOST BOARD ALTERNATE VOTING DELEGATE: Lee Bower Alternate

Motion was made by Mr. Barrett to approve; second by Mr. Bower; motion carried.

APPOINT VOTING MEMBERS TO THE MONROE COUNTY TAX COLLECTION COMMITTEE: Brian Barrett, alternate Robert Lovenheim

Motion to approve was made by Mr. Barrett; second by Mr. Bower, motion carried.

APPOINT STATE CONVENTION VOTING DELEGATE: Robert Lovenheim

Motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

APPOINT COUNCIL OF GOV'TS DELEGATE: Brian Barrett

APPOINT ALTERNATE COUNCIL OF GOV'TS DELEGATE: Lee Bower

Motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

DEPOSITORY OF GENERAL FUNDS: ESSA Bank; Peoples Security Bank; PLGIT

DEPOSITORY FOR PAYROLL FUND: ESSA Bank

Motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

DEPOSITORY FOR SPECIAL PROJECT FUND: ESSA Bank

Motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

DEPOSITORY FOR CAPITAL PROJECTS FUND: Peoples Security Bank

Motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

DEPOSITORY FOR PARK & HIGHWAY (STATE) FUNDS: PLGIT; ESSA Bank

Motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

DEPOSITORY FOR EMPLOYEES PENSION FUND: PA Municipal Retirement

System:

Motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

TOWNSHIP MEETING LOCATION: Municipal Center, 1155 Red Fox Road.

East Stroudsburg, Pa 18301

BOARD OF SUPERVISORS MEETING DATES: 2nd & 4th Tuesday of each month at 7:00 P.M.

REGULAR WEEKLY WORK SESSIONS: Each Wednesday at 4:00 P.M.

(as needed)

AUTHORIZE SECRETARY and/or TREASURER: to pay bills and taxes when due to avoid penalties and to transfer funds from one account to another when necessary.

SET MILAGE REIMBURSEMENT: for elected and appointed Township Officials & Township Employees – .58 (0.58) cents per mile (same as IRS rate for 2019).

Motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

AUTHORIZE SECRETARY and/or TREASURER: to pay elected & appointed Township Officials & Township Employees, the registration fee and all expenses incurred, plus mileage, to attend conference & conventions. Attendance at conference & conventions must be approved by the Board of Supervisors prior to attendance.

AUTHORIZE PAID HOLIDAYS: New Year's Day; Martin Luther King, Jr. Day; Presidents Day; Good Friday; Memorial Day; July 4th; Labor Day; Columbus Day; Veterans Day; Thanksgiving Day and the day after Thanksgiving; Christmas Day;

Additional Holiday: Christmas Eve for Union Employees Only.

Motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

AUTHORIZE SUPERVISORS AS LIAISONS:

Smithfield Sewer Authority: Brian Barrett

Township Park Commission: Robert Lovenheim

Regional Park Committee: Robert Lovenheim

Brodhead Watershed Association: Lee Bower
Cherry Creek Watershed: Lee Bower

Township Planning Commission: Robert Lovenheim

Motion to appoint Ed McCormick as a township employee was made by Mr. Bower; second Mr. Barrett; motion carried.

Motion to close the reorganization meeting was made by Mr. Bower; second by Mr. Barrett; motion carried and the meeting closed at 4:32 P.M.

Reopen Reorganizational meeting 4:59 P.M.

REQUEST TOWNSHIP AUDITORS to set Supervisors rate of pay as employees at \$21.65/hr. for Secretary; \$21.07/hr. for Operations Manager; \$19.85/hr. for Assistant Secretary and Chief Economic Development Officer.

NOMINATIONS: Chairman – Brian E. Barrett

Vice-Chairman – Lee Bower

Roadmaster – Ed McCormick

Secretary – Brian E. Barrett

Assistant Secretary & Chief Economic Development Officer Robert Lovenheim

Operations Manager – Lee Bower

Change the above as listed: Motion to approve was made by Mr. Bower; second Mr. Barrett; motion carried.

Motion to re-adjourn at 5:05 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
SPECIAL WORK SESSION – APRIL 4, 2019 – 4:00 P.M.
MINUTES

Mr. Barrett called the meeting to order at 4:05 P.M.

PRESENT: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary); Lee Bower (Vice Chairman) was absent.

Also present was Bryan Smith (Barry Isett Assoc.) and Jacob Pride.

PUBLIC COMMENTS ON THE AGENDA: None

MINUTES: None

NEW BUSINESS:

Bryan Smith-Barry Isett & Associates – Re: Waterfront Wellness Park Phase 1 Proposal. No motion necessary, informational. Grant proposal will be submitted to DCNR on Monday, April 8, 2019

Motion to accept the Annual Audit & Financial Report & the Condensed Financial Statement for the Year ending December 31, 2018 prepared by Kirk, Summa & Co., LLP. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to authorize publishing the Condensed Financial Statement Year ending December 31, 2018. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Dr. Khan – Discuss Plans for Route 447 (Independent Road) Property. Zoning officer has ruled that property is not suitable for residential. We discussed mixed use, perhaps retail, offices, doctors, business offices, retail are perhaps possibilities. We will seek ideas from our engineer and zoning officer, meanwhile Dr. Kahn will think of ideas as well.

Motion to approve additional invoice from Middle Smithfield Township in the amount of \$250.00 for Smithfield's participation in Restaurant Week. A motion to approve was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 5:25 P.M. was made by Mr. Lovenheim; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

**SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
SPECIAL MEETING – DECEMBER 30, 2019 – 1:00 P.M.**

MINUTES

Vice Chairman Lee Bower called the meeting to order at 1:03 P.M. with the Pledge of Allegiance to the Flag.

PRESENT: Brian E. Barrett (Chairman via phone); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor); Jacob Pride (Supervisor Elect); Corissa Gehring; Courtney Karasek; Lois Turr (Administrative Secretary); Doug Olmstead.

MINUTES: None

PUBLIC COMMENTS ON THE AGENDA: None

Mr. Barrett announced that the millage rate 0.000600 will insure that the Real Estate Tax Rate for the Township remains virtually unchanged.

NEW BUSINESS:

Motion to Adopt Resolution No. 429 "Proposed 2020 General, Park & Highway Budget. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Motion to Adopt Resolution No. 430 "Proposed 2020 Fiscal Year Tax Rate". A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Motion to Adopt Resolution No 431 "Revision to the 2019 General, Park & Highway Budgets. A motion to approve, Mr. Lovenheim; second by Mr. Bower; motion carried.

Motion to Ratify the Adoption of Resolution No. 434 "Municipal Pension".

A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Motion to Ratify the Bills paid on December 23, 2019 as follows: General Fund \$69,116.08 and Park Fund \$73.53. A motion to approve was made by Bower; second by Mr. Lovenheim; motion carried.

Motion to Adopt Resolution No. 435 "Gateway Road A". A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: FYI the Monroe County Commissioners approved the 2020 Eastern Monroe Public Library Millage of 0.169013.

There being no further business to discuss; A motion to adjourn at 1:13 P.M. was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

REGULAR MEETING

MEETING FOR REGULAR BUSINESS – JANUARY 7, 2019

IMMEDIATELY FOLLOWING REORGANIZATION

MINUTES

Mr. Barrett called the meeting to order at 4:32 P.M.

PRESENT: Brian E. Barrett (Chairman); Robert Lovenheim (Assistant Secretary); Lee Bower (Vice Chairman) via telephone.

Also present were: Ronold Karasek (Township Solicitor); Lois J. Turr (Administrative Secretary); Rose Marie Davis (Township Auditor).

MINUTES: 12/19/2018 - Work Session; Motion to approve the minutes was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS ON AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON; None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Motion to approve payment of GO Bond Series 2015 due January 15, 2019 in the amount of \$656,811.25.

Motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Authorize attendance of Supervisors at PSATS Annual Convention and pay registration fees, lodging, meals, mileage, and hourly rate as set forth in the PA 2nd Class Township Code.

Motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to ratify EMC Insurance Invoice in the amount of \$5,675.35 paid on 12/21/2018 for Gen. Liability, Property & Twp. Worker's Comp.

Motion to ratify this payment as listed above was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to reappoint Charles Garris to the Brodhead Creek Regional Authority for 2019.

Motion to reappoint Charles Garris to BCRA was made by Mr. Barrett; second by Mr. Bower; motion carried.

Approve advertising of public hearing for UGI conditional use request. January 22, 2019 hearing will be held.

BILLS TO BE PAID:

General Fund: \$ 53,234.32

PARK Fund: \$ 795.34

Total: \$ 54,029.96

Motion by Mr. Barrett to approve payment of the bills in the General Fund in the amount of \$53,234.32; second by Mr. Bower Motion carried.

Motion by Mr. Lovenheim to approve payment of the bills in the Park Fund in the amount of \$795.34; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

Motion to adjourn at 5:00 P.M. was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

MEETING FOR REGULAR BUSINESS – JANUARY 22, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, January 22, 2019 at 7:03 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor); Melissa Prugar (Township Engineer);

Also present were: Andrew Miller (Project Engineer); Aaron Martin (Counsel for UGIES); James Brodhag; Louis James; Derek Schoiack (Engineer for UGIES); Donna Kenderdine (Court Stenographer) and Charles Seltzer.

Mr. Barrett opened the meeting the Pledge of Allegiance to the Flag.

Mr. Seltzer offered public comment. His questions were technical in nature, but focused on safety, especially “boil off at shut down issues.”

Motion to close the hearing was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Motion to approve the application was made by Mr. Lovenheim; subject to SALDO approval and preparing an acceptable sheet of safety requirements and safeguards for the project; second by Mr. Bower; motion carried.

MINUTES: January 7, 2019 – Annual Reorganizational Meeting

January 7, 2019 – Regular Meeting Following

January 16, 2019 – Work Session

Motion to approve all meetings minutes was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS ON THE AGENDA: none

PUBLIC HEARINGS: UGI Conditional Use

Discussion of plans, permissions, and safety issues was held. There are two similar facilities operating in Pennsylvania. The safety backups include double storage tank trucks, temperature monitors, and 24 hour on-site employees. Mr. Barrett asked if they could supply supplemental materials covering all safety aspects to assure any neighbors/citizens of the safety and emergency action. The concerns of the planning commission as to location, safety, truck traffic were discussed and answers were provided to all questions. All questions seemed to be answered fully and to the satisfaction of the Township.

PLANS TO ACT ON: None

NEW BUSINESS: None

BILLS TO BE PAID:

General Fund: \$56,187.88

Park Fund: \$ 220.29

Highway Fund: \$ 2,866.11

Total: \$59,274.28

Motion to approve and pay the bills as submitted was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

Motion to adjourn the meeting at 8:45 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Submitted by: Robert Lovenheim

MEETING FOR REGULAR BUSINESS – FEBRUARY 26, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, February 26, 2019 at 7:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary).

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag:

MINUTES: February 13, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to ratify closing PLGIT General Fund in the amount of \$401.44 and transfer the \$401.44 to ESSA General Fund. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to ratify closing PLGIT Park Fund in the amount of \$1,228.91 and transfer the \$1,228.91 to ESSA Park Fund. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to authorize advertising Ordinance No. 232 – Creation of the Office of Township Manager, along with outlining the Rights, Obligations, Power and Duties of said Office. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Authorize advertising the “2019 Ground Fertilization Services” Bid Notice. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Authorize advertising the “2019 Spring Cleanup” Bid Notice. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve participation in Restaurant Week with Middle Smithfield Township this spring and to pay associated share costs: \$125.00 per restaurant plus \$300.00 contribution (total) to event expenses. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

BILLS TO BE PAID:

General Fund: \$50,869.09

Park Fund: \$ 527.24

Highway Fund: \$ 41.11

Community Garden Fund: \$ 630.25

Total: \$52,067.69

A motion to approve and pay the bills as submitted was made by, Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 7:20 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

MEETING FOR REGULAR BUSINESS – MARCH 12, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Township Municipal Center on Tuesday, March 12, 2019 at 7:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor);

Also present was Shaun Lyons; Joseph Schlier; Robert Morrow MD; Andrew Wolf CSMJ Law Firm; Peter Layman Attorney; (and approx. 60 members of the public).

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: March 6, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Discussion: Water Gap Capital Partners, LLC

Opening remarks by Water Gap Capital Partners follow by various questions from audience of citizens of Smithfield Township and Delaware Water Gap Borough; (this is a distillation of comments and is not meant to be accurate and inclusive of every comment).

1. Where will the entrance be for golf course?
2. How will you separate treatment facility from recreational and parties events, alcohol events, and how will you separate facility from our homes near 2nd hole?
3. People who have need for drugs or alcohol people will do anything to find those things, how are you going to stop it? What if 10 years from now you want to add more treatment facilities? What if you change down the road to patients who have more aggressive need to find drugs and alcohol?
4. Are you giving methadone? Are these patients going to be on drugs and may they wander off and assault children? We have no police. Why not have elderly or assisted living rather than a facility for sex, drugs, alcohol, where they will always go back to these things no matter what attempts at cures. I was a teacher in New York City for many years and have seen all of this.
5. Do they come off the property unsupervised at any time?
6. How much profit are you guys (owners) getting. It is a 30 million dollar industry, how much of it are you guys going to get?
7. Peter Layman, Attorney for local owner in area. What is size of lease tract? Lease will be of buildings and pools. No answer as to exactly size of tract. Will be footprint of building, associated parking. Because of this, you don't have a site development plan. Answer is yes. How many people? Population: 60 patients, 80 staff. Sewer needs? Septic on property, it will be in conformance. Will there be a fence around the property? No, but there will be a gate. Residents will be able to stroll the grounds under supervision.

8. Letter from Marshall Anders, asking about water supply and will it strain water supply of Delaware Water Gap.

9. Resident of Mountain Road who has never had response from Water Gap County Club for problems with golfers losing balls, trespassing on property. Patients will go to her property first, people with mental illness, drugs. And nothing has been addressed of problems as of now.

10. Where are the financial partners from?

11. Are you accepting Medicare and Medicaid?

12. No one in the room lives in Delaware Water Gap. This is right in the center of the most expensive housing in our town. They don't care if the real estate values go down in the town.

13. Why don't you sell the country club to someone else who will keep it as a golf course or use it for a better use?

14. History of the Country Club and Delaware Water Gap, we were the second most popular vacation place in the US. We have 18 rehab centers within --- miles of Delaware Water Gap. Virginia study says if you have one of these in your neighborhood your property value is 17% less. There will be crime in the area and property values will go down. The historical value of this area would be to preserve the golf course and maintain it. Are you allowed to have a rehab center in a green zone like Cherry Valley?

15. Bought property in Stroudsburg and understand history of the area. There is a fear of sick people that I feel is here. She is an addiction councilor for 18 years.

The people who come to a recovery place are to get help and get out of the rut they are in. Alcohol is worse than drugs. And maybe we are all very close to being addicts. I don't feel it will impact your homes, I deal with these people and they are there because they want to get help and get their families back.

16. House overlooking 9th hole is 98 year old historic golf course. Now things are changing, it is not going to be the same golf course, two way traffic on the road going back and forth to golf course, and druggies too. He worked at a Blainstown facility and people often wander off facilities. People would drive down fire roads and throw in cigarettes and drugs. These people would manage to make it to town, but had no money, yet they would come back loaded. Staff would have to go out and find them and bring them back.

17. What would be the best form of treatment for alcoholics? If patients are managed properly, they do not have medical emergencies.

18. Ex-husband went to five star drug rehab in Florida, he left after five days, and he went to the airport in Jacksonville with load of drugs. What will stop someone in this facility from saying "it isn't for me" and leaving?

19. How will the voice of the people of Delaware Water Gap be heard?

20. Will we as residents of Delaware Water Gap be able to talk at the official meeting?
Answer: if you have direct interest in issues, like property, you more than likely be able to expression.

21. What is a five star facility? This is a privately funded facility. The ones that have problems are usually run by health care corporations.

A motion to approve the Summer & Fall Special Event Permits submitted by Ski Shawnee, Inc. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

A motion to authorize advertising the 2019 Ground Maintenance Bid Notice.

A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn at 9:30 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING – APRIL 23, 2019 – 7:00 P.M.

MINUTES

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, April 23, 2019 at 7:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice-Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor); Melissa E. Prugar (Township Engineer).'

Also present for UGIES: Andrew Miller; James Brodhag; Derek Schoiack;
and Public was Jacob Pride.

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: April 17, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Barrett; second, by Mr. Bower; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON:

UGI - Final Land Development Plan for East Stroudsburg LNG Facility. All motions below refer to April 23, 2019 letter regarding UGI Energy Services Project No. 1832192R, letter from Boucher & James, Engineers.

A motion to approve waiver, section 1, April 23 Engineer letter was made by Mr. Barrett; second by Mr. Bower; motion carried.

A motion to approve waiver, section 3, April 23 Engineer letter was made by Mr. Barrett; second by Mr. Bower; motion carried.

A motion to approve waiver, section 7, April 23 Engineer letter was made by Mr. Bower; second by Mr. Barrett; motion carried.

A motion to approve waiver, section 8, April 23 Engineer letter was made by Mr. Bower; second by Mr. Barrett; motion carried.

A motion to approve partial waiver, section 9, April 23 Engineer letter was made by Mr. Barrett; second by Mr. Bower; motion carried.

A motion to approve partial waiver, section 10, April 23, Engineer letter was made by Mr. Bower; second by Mr. Barrett; motion carried.

A motion to approve partial waiver, section 11, April 23 Engineer letter was made by Mr. Barrett; second by Mr. Bower; motion carried.

A motion to approve waiver, section 12, April 23 Engineer letter was made by Mr. Barrett; second by Mr. Bower; motion carried.

A motion to approve waiver, section 13, April 23 Engineer letter was made by Mr. Bower; second by Mr. Barrett; motion carried.

A motion to approve partial waiver, section 15, April 23 Engineer letter was made by Mr. Bower; second Mr. Barrett; (this is same subject as section 13) motion carried.

Discussion of comment #17, regarding specifics of an Emergency Response Plan Agreement that is his will not be a reason to deny approval of the Land Development Plan at this time but a condition of approval.

A motion to approve UGI Services LLC Final Land Development Plan with all

Conditions above to be met prior to the completion of construction was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

NEW BUSINESS:

Motion to approve the purchase of a Wood Mallet Solid Wood Magazine Wall Rack not to exceed \$150.00. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Motion to award the 2019 Spring Cleanup Bid to Waste Management, they being the only bidder. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

A motion to award the 2019 Ground Maintenance Bid to Strauser Nature's Helpers they, being the only bidder. A motion to approve was made by Mr. Bower, second by Mr. Lovenheim; motion carried. Mr. Barrett recused himself due to a conflict.

Motion to approve the Anti-Virus Upgrades to all Township Computers as recommended by Sundance and not to exceed \$500.00. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve budget for food at "Beer & Water" event April 30, 2019 not to exceed \$200 00. A motion to approve, was made by Mr. Barrett; second by Mr. Bower; motion carried.

BILLS TO BE PAID:

General Fund: \$5,890.52

Park Fund: \$ 26.10

Highway Fund: \$ 57.32

Total: \$5,973.94

A motion to approve and pay all bills submitted for payment was made by Mr. Bower; second by, Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 8:09 P.M. was made by Mr. Barrett; second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

MEETING FOR REGULAR BUSINESS – MAY 28, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Township Municipal Center on Tuesday, May 28, 2019 at 7:10 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary).

Also present were: Jon Tresslar (Township Engineer); Ronold Karasek (Township Solicitor) and Jacob Pride (visitor).

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: May 15, 2019 – Work Session: A motion to approve the minutes as written was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS ON AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to approve Special Event Permit for Professional Outdoor Firework Display for a wedding at Shawnee Inn – June 15, 2019 at 10:00 P.M.; A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Motion to transfer \$10,000.00 from ESSA General Fund to the ESSA Park Fund for operating expenses. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve purchasing a Toaster Oven not to exceed \$100.00. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Motion to approve advertising 2019 Material Bid Notice. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to approve Agreement with Scantex, Inc. Document Conversion Proposal.

A motion to approve on condition of final review and recommendation of contract by Mr. Karasek was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to pay Dellavalle Designs \$300.00 – Smithfield Township share for the Rivers Edge Family Bike Park Pump Track Maintenance. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to establish a fund not to exceed \$300.00 for the reimbursement of Smithfield Township Citizens who have a feral cat spayed or neutered. Each person who volunteers a cat for spaying will be subsidized at \$15.00 per cat (of the total per cat fee of \$35.00) A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID:

General Fund: \$46,393.85

Park Fund: \$ 60.62

Highway Fund: \$ 2,044.46

Total: \$48,498.93

A motion to approve paying the bills submitted was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn at 7:38 P.M. was made by, Mr. Bower; second by Mr. Barrett;
Motion carried.

Submitted by: Robert Lovenheim

MEETING FOR REGULAR BUSINESS – JUNE 25, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, June 25, 2019 at 7:07 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary) was absent.

Also present was Channel 13.

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: None

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to award the 2019-2020 Material Bid to Eureka Stone Quarry, Inc.

A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to consider a donate of \$750.00 to ESYA specifically for their Football Equipment Drive and Cheer Leading. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Approval of ESSA Bank's Scanning Agreement for Deposits Electronically. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Approve ESSA Bank's Corporate Resolution of Authority for Cash Management Services. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to purchase a 2019 – F-350 XL- 4x4 Crew Cab 8' box 176" WB SRW Ford Diesel Truck at a cost of \$43,910.00. A motion to approve the purchase was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID:

General Fund: \$45,618.19

Park Fund: \$ 58.32

Highway Fund:\$ 6,695.68

Total: \$52,372.19

A motion was made by Mr. Barrett to approve payment of the bills submitted; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

A motion was made by Mr. Barrett to adjourn the meeting at 7:15 P.M.; seconded by Mr. Bower; motion carried.

Lee Bower
Vice Chairman

MEETING FOR REGULAR BUSINESS – JULY 9, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Township Municipal Center on Tuesday, July 9, 2019 at 7:05 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice-Chairman); Robert Lovenheim (Assistant Secretary) was absent.

Also present were: Jacob Pride and Ray Rogers

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: None

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to approve Resolution No. 424 – Joinder Deed for Nine T. Marano and William M. Marano – 119 Azalea Drive – Lake Valhalla. A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to approve the purchase of the New Body for the 2019 Ford F350 Pickup Truck at a cost of \$20,459.00. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve the Minor Subdivision of Lands of Michaels Farm LP.

Mr. Barrett made a motion to approve the Agreement for Conditional Plan Approval; Mr. Bower recused himself, however due to absence of Robert Lovenheim (Spain 7 hours difference) the Rule of Necessity was invoked. Mr. Bower noted he is the brother of David Bower. Mr. Bower further noted there is no personal gain for himself, either financial, land acquisition or compensation in anyway. Mr. Bower second the motion; motion carried. *(This statement is in reference to e-mail dated 07-09-2019 from Ronold Karasek, Township Solicitor.)

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion was made by Mr. Barrett to adjourn the meeting at 7:35 P.M.; second by Mr. Bower; motion carried.

Lee Bower, Vice Chairman

MEETING FOR REGULAR BUSINESS – AUGUST 27, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, August 27, 2019 at 7:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Public Visitor: Jacob Pride.

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES:

July 17, 2019 – Work Session

July 24, 2019 – Work Session

August 7, 2019 – Work Session

August 14, 2019 – Work Session

August 21, 2019 – Work Session

A motion to approve all minutes listed above was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to approve the 2020 Minimum Municipal Obligation (MMO) for the Smithfield Township Pension Plan. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn at 7:19 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Robert Lovenheim

MEETING FOR REGULAR BUSINESS – SEPTEMBER 24, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, September 24, 2019 at 7:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Public: Jacob Pride.

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: September 11, 2019 – Work Session; September 18, 2019 – Joint Work Session (STBS & STPC). A motion to approve both minutes was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to ratify payment to Pa Dept. of Labor & Industry in the amount of

\$3,185.00 for Fire Co. Workers Comp. Insurance. A motion to ratify this payment was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to approve Resolution No. 426 – Joinder Deed of Samuel, Nancy & Linda Dailey with proviso that applicants will seek Township permission for any additional development of this newly joined property. A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve Resolution No. 427 – Re: NJDOT I-80 Rockfall Mitigation Project. A motion was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Motion to authorize the Chairman to sign the letter of support for the LSA Application for the Waterline Extension along Airstrip Road. A motion to authorize signing of support letter was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Discuss Invoice received from Scantek. A motion to approve the invoice in the amount of \$9,002.67 was made by Mr. Barrett; second by Mr. Bower; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 7:24 P.M. was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim

MEETING FOR REGULAR BUSINESS – OCTOBER 22, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, October 22, 2019 at 7:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Also present were Robert Vandercar & Grandson Kyle Jones and Channel 13.

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: Oct 16, 2019 – Work Session – A motion to approve the minutes was made by Mr. Barrett; second by Mr. Bower; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS: None

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to approve the “Finding of Fact, Conclusion of Law and Decision” on the Application of Mohamed Mohamed – Re: Dunkin’ Donuts. A motion to approve was made by Mr. Bower second by Mr. Lovenheim; motion carried.

Motion to approve transfer of \$100,000.00 from General Fund to Highway Fund to pay for the 2019 Road Paving Project. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Motion to approve payment of the 2019 Road Paving Project in the amount of \$252,517.03 to Locust Ridge Construction. (Taylor and Kings Pond Road). A motion to approve was made by Mr. Barrett; second by Mr. Bower; motion carried.

Motion to approve CSI Service Support Agreement Renewal & Invoice in the amount of \$792.00 for Security & Fire at the Municipal Center Buildings only.

A motion to approve was made by Mr. Bower; second by Mr. Barrett; motion carried.

BILLS TO BE PAID: General Fund: \$ 579.00

Park Fund: \$ 54.81

Highway Fund: \$1,156.58

Total: \$1,790.39

A motion to approve and to pay the bills as submitted was made by Mr. Bower; second by Mr. Barrett; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 7:15 P.M. was made by Mr. Bower; second by Mr. Barrett; motion carried.

Robert Lovenheim
Assistant Secretary

MEETING FOR REGULAR BUSINESS – NOVEMBER 26, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, November 26, 2019 at 7:00 P.M.

PRESENT: Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Brian E. Barrett (Chairman) was absent; Also present were Attorney Andrew Wolf; Brian Conwell from DWG BBQ.

Mr. Bower opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: November 20, 2019 – Work Session: A motion to accept the minutes as written was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS ON THE AGENDA: Discussion by Brian Conwell owner of halfway house on Broad Street in Delaware Water Gap and BBQ restaurant said

He came to express his beliefs in favor of the DWG CC project.

PUBLIC HEARINGS:

Water Gap Capital Partners, LLC Conditional Use: (Canceled due to an approval of a Stay by the Court of Common Pleas).

Attorney Wolf came to the Board of Supervisors meeting to register his presence at the conditional use hearing that had been cancelled.

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to approve payment to Penna. Recreation & Park Society in the amount of \$50.00 for Associate Membership for Robert Lovenheim. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Motion to approve reimbursement to David A. Bower in the amount of \$171.42 balance of unused escrow fees of a minor subdivision. A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID: None

PUBLIC COMMENTS:

A motion to adjourn the meeting at 7:45 P.M. was made by Mr. Lovenheim;
Second by Mr. Bower; motion carried.

Submitted by: Robert Lovenheim

MEETING FOR REGULAR BUSINESS – DECEMBER 10, 2019

The regular monthly meeting of the Smithfield Township Board of Supervisors was held at the Smithfield Municipal Center on Tuesday, December 10, 2019 at 7:00 P.M.

PRESENT: Brian E. Barrett (Chairman); Lee Bower (Vice Chairman); Robert Lovenheim (Assistant Secretary); Ronold Karasek (Township Solicitor); Court Stenographer (Panko Reporting);

Also present were: Members of Shawnee Fire Co.; PennDOT Representatives; WBCM Representatives; Kurt Williams; Ted Hunter; Jacob Pride (Supervisor Elect); and several others.

Mr. Barrett opened the meeting with the Pledge of Allegiance to the Flag.

MINUTES: Regular Meeting – November 26, 2019: A motion to approve was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

PUBLIC COMMENTS ON THE AGENDA: None

PUBLIC HEARINGS:

Gateway Sports Bar, LLC, Applicant for a Pennsylvania Liquor license for Property Located at Unit 4, Smithfield Gateway. Testimony was taken from Mr. Douglas Olmstead for Legend Properties. Questioned by Attorney Ralph Matergia from Matergia and Dunn. A transcript was taken, all testimony was take and the hearing closed. A motion to approve Resolution No. 432 was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

PLANS TO ACT ON: None

NEW BUSINESS:

Motion to approve Shawnee Valley PRD Updated Projected Development Schedule for Stage 1b – 2021-2023 & Stage IV – 2021-2027. A discussion by Mr. Kurt Williams Attorney (Salzman Hughes) discussed annual update. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

Act 14 & Land Use Notification for Bridge Replacement Hollow Road Presentation.

Motion to ratify payment in the amount of \$150.00 to the Monroe County Conservation District Application Fee for the Waterfront Fishing Dock. A motion to approve was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

Motion to ratify payment of bills on 12-04-2019 in the amount of \$28,073.16 from the General Fund: \$27,706.80 & Park Fund: \$366.36. A motion to approve the bills was made by Mr. Bower; second by Mr. Barrett; motion carried.

Motion to approve a Single Gift Donation in the amount of \$200.00 to the Center for Vision Loss Annual Fund. A motion to approve was made by Mr. Barrett; second by Mr. Lovenheim; motion carried.

BILLS TO BE PAID:

General Fund: \$51,307.09

Park Fund: \$ 1,016.58

Total: \$52,323.67

A motion to approve and pay the bills as presented for was made by Mr. Barrett; second by Mr. Bower; motion carried.

Discussion of Water Gap Partners question of deemed approval of Conditional Use Application because Board of Supervisors was stayed from by the court be made. A motion to deny the request for a deemed approval of the Conditional Use Application filed by Water Gap Partners LLC. Was made by Mr. Lovenheim; second by Mr. Bower; motion carried.

PUBLIC COMMENTS: None

A motion to adjourn the meeting at 8:00 P.M. was made by Mr. Bower; second by Mr. Lovenheim; motion carried.

Submitted by: Robert Lovenheim