

TOWNSHIP OF MIDDLE SMITHFIELD  
MONROE COUNTY, PENNSYLVANIA

RESOLUTION #01-2022- 5

RESOLUTION REVOKING RESOLUTION #05-2013-3 and 06-2021-01 IN  
THEIR ENTIRETY AND ADOPTING THIS RESOLUTION AND MUNICIPAL  
BUILDING RENTAL POLICY

WHEREAS, the Middle Smithfield Township Municipal Building, located at 147 Municipal Drive, East Stroudsburg, Pennsylvania, ("Municipal Building") is a public building that provides a community meeting place; and

WHEREAS, for programs of an informational, educational, cultural, or civic nature, the Municipal Building may be rented by individuals and organizations, including residents and non-residents and for-profit, non-profit, and not-for-profit organizations; and

WHEREAS, the Board of Supervisors desires to adopt a policy governing the rental of the Municipal Building as set forth in the Middle Smithfield Township Municipal Building Rental Policy attached hereto and marked as Exhibit "A" which is adopted and incorporated by reference as though set forth fully herein.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of Middle Smithfield Township, Monroe County, Pennsylvania, and it is hereby resolved as follows:

SECTION 1: Municipal Building Rental Policy.

The Board of Supervisors approves and adopts the Middle Smithfield Township Municipal Building Rental Policy attached hereto and marked as Exhibit "A" and directs that said policy shall be immediately given full force and effect.

Section 2: Revocation of Former Resolutions and Policy.

The Board of Supervisors hereby revokes the former Municipal Building Rental Policy and Resolution Nos. 05-2013-3 and 06-2021-01.

Section 3: Severability.



The provisions of this Resolution shall be severable, and if any of the provisions hereof shall be found to be invalid or unenforceable, the remaining provisions shall remain in effect.

Section 4: Construction.

Any Ordinance in conflict with this Resolution shall take precedence over this Resolution. Any resolution not specifically repealed herein, which contains provisions conflicting or inconsistent with any of the provisions in this Resolution, is hereby repealed, but only insofar as it is inconsistent with this Resolution.

Section 5: Effective Date.

This Resolution shall be effective immediately and shall remain in effect until modified, revoked, or repealed by further Resolution of the Board of Supervisors.

RESOLVED THIS 27<sup>th</sup> DAY OF January, 2022, BY THE BOARD OF SUPERVISORS OF MIDDLE SMITHFIELD TOWNSHIP AT A LAWFUL SESSION DULY ASSEMBLED.



Jennifer Officier  
Chairperson



Michael J. Ryan  
Vice Chairperson



Michael J. Ryan  
Supervisor

ATTEST:



Michele G. Clewell  
Secretary





## MIDDLE SMITHFIELD TOWNSHIP MUNICIPAL BUILDING RENTAL POLICY

147 Municipal Drive • East Stroudsburg, PA 18302 • 570-223-8920 • [www.middlesmithfieldtownship.com](http://www.middlesmithfieldtownship.com)

1. The Municipal Building will be rented on a first come, first served basis, provided all appropriate paperwork and applicable fees are received on time as specified in Section 2.
2. As a prerequisite to reserving a date at the Municipal Building, all Renting Parties are required to submit a completed Rental Agreement in a form approved by the Township together with all required supporting documents, and full payment to the Township a minimum of ten (10) business days before the requested Rental Period. The Township cannot guarantee accommodation to late requests.
3. The rate of rental for the Municipal Building shall be \$50 per hour during non-business hours. The rental rate for the Municipal Building may be revised annually by the Board of Supervisors in the annual fee schedule resolution.
4. The Municipal Building is not available for rental on any Township observed holidays, or on Sundays.
5. All rentals of the Municipal Building are subject to the review and approval of the Township Secretary, and are contingent on staff availability to provide building access for the day and time requested on the Rental Agreement. All requested rentals shall be subject to the review and approval of the Township, and such approval shall be within the sole discretion of the Township.
6. All setup, event activities, and cleanup must take place during the hours specified by the Renting Party within their Rental Agreement. Renting Parties may not access the Municipal Building before the start or past the end of the agreed upon Rental Period.
7. All programs at the Municipal Building must be of an informational, educational, charitable, cultural, or civic nature.
8. The Township requests that a copy of any program, agenda, and/or presentation be provided to the Township at the time of application, or a minimum of ten (10) business days prior to the Rental Period.
9. All events must be open to the public and free of charge. Renting Parties may charge attendees for materials used, but such a charge may not be a condition of entry to any event where an admission fee is otherwise prohibited.
10. Nothing can be sold at the event without the express permission of the Board of Supervisors. Items sold must be of a civic nature, such as Little League and Booster Club memberships, etc.
11. The Municipal Building may not be used for entrepreneurial or commercial purposes, for the solicitation of business, or for profit. The Municipal Building may not be used for fundraising except that which supports Allowable Charities as described in the Pennsylvania Second Class Township Code, or for a board, committee, or commission of the Township.
12. The Municipal Building may not be rented by any political candidate, campaign, or party for any reason during campaign season, (i.e., from 4 weeks before the primary election day through the general election day).
13. The Municipal Building may not be rented out for any date more than six months in advance.
14. The Municipal Building will not be rented to any person, party, or organization that is delinquent in federal, state, or municipal taxes, or delinquent in municipal utility bills, such as sewer, or delinquent in municipal





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fees such as (but not limited to) engineering, legal, zoning, or permit fees, until the person, party or organization has fulfilled these obligations.

15. The Municipal building will not be rented to any person, party or organization who has a negative rating with the Better Business Bureau.



MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
PROCLAMATION

WHEREAS, northeastern Pennsylvania has been without passenger rail service for over 50 years but has pursued the restoration of this vital rail service for many decades. With the passage of the federal Infrastructure Investment and Jobs Act, a funding opportunity has presented itself to provide the restoration of this long-awaited rail passenger service; and

WHEREAS, Amtrak has proposed to operate a new corridor between Scranton, the Poconos, and New York City and has calculated the economic benefit of this rail passenger corridor to be \$87 million annually; and

WHEREAS, the Commonwealth of Pennsylvania and the Pennsylvania Northeast Regional Railroad Authority (PNRRA) have already invested over \$18 million in saving and rebuilding this rail corridor for passenger rail service; and

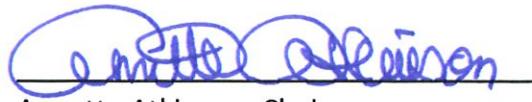
WHEREAS, Amtrak has agreed to provide an analysis of infrastructure, ridership and operational issues at a cost of \$400,000 paid by the Pennsylvania Northeast Regional Railroad Authority as a necessary step in securing funds for the construction of the new corridor; and

WHEREAS, there are numerous educational and medical Institutions, tourism and recreational businesses and residents of northeastern Pennsylvania who could benefit greatly by travel along the new corridor.

THEREFORE, The Board of Supervisors of Middle Smithfield Township, Monroe County strongly endorses a proposed Amtrak corridor between Scranton, the Poconos and New York City, based on the recognized economic benefits and broad support in our business community, including the Pocono Mountain Visitors Bureau and the Pocono Chamber of Commerce.

Dated this 27<sup>th</sup> day of January 2022

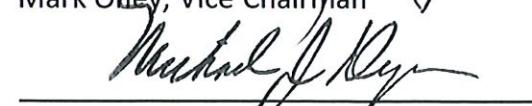
Middle Smithfield Township



Annette Atkinson, Chairman



Mark Oney, Vice Chairman



Michael J. Dwyer, Member

