

MINUTES
November 16, 2020
Zoom Meeting of the Board of Supervisors
7:00 p.m.

A scheduled meeting of Milford Township Supervisors was called to order at 7 P.M. by Chairperson Penney Luhrs through a Zoom call, the meeting ID for which had been advertised in advance in the Pike County Dispatch. Also present were Vice-Chairman Gary M. Williams, Supervisor Rachel Hendricks, Solicitor Anthony Magnotta, Zoning Officer Shawn Bolles, and Secretary/Treasurer Shahana Shamim.

Gary M. Williams made a motion to approve the minutes of the previous meeting, Rachel Hendricks seconded, and it was passed unanimously.

Treasurer's Report:

Shahana reported that she had received \$137.50 from Mears Group, Inc., \$100.00 from Zoning, \$75.00 from UGI, \$2,585.63 from Real Estate Transfer Tax, and \$300.00 from District Court. She also reported the account balances as \$115,880.42, \$20,208.18, \$32,900.27 \$7,396.09, and \$90,227.19 in Wayne Bank (Investment), Wayne Bank (Payroll), NBT Bank, PLGIT (General), and PLGIT (Liquid Fuels) accounts respectively.

Roadmaster:

Gary M. Williams, the Roadmaster, reported that he had been checking for the prices for the tires for the Ram 5500. He added that Jack Williams had given the best price, which was \$287 for each tire. He further added that the loader was fixed, and it was ready for winter.

Zoning:

The Zoning Officer informed the Supervisors that Econopak will be applying for an expansion, and the application for this expansion would be forwarded to the Planning Commission as soon as it is received.

Public Participation #1:

None

Correspondence:

Shahana presented correspondences including Westfall Township, PCLP, Sean Strub, Pike County Conservation District, SERVPRO of Southern Monroe County, PestPractice, and PSATS.

Rachel said that she, Mr. DiLorenzo, and Mr. Kevin Stroyan had attended an informal meeting with the Supervisors and the Zoning Officer of Westfall Township. She continued that Westfall Township was more interested in updating their Comprehensive Plan with Matamoras Township, as their original one was jointly made with the latter. The funding for the police department was discussed, and representatives of Westfall Township said that maintaining their partnership with Matamoras was therefore very important to them. She added that Milford Township could try to partner with Dingman Township for updating its Comprehensive Plan, as Milford Borough had made a significant progress in updating their Comprehensive Plan.

Rachel also pointed out some other relevant news for Townships from the PSATS news. She said that the House Bill 1838 was about allocating 30% of the money of emergency medical services to be provided for training in the underserved rural areas. Traffic violation fines for EMS would be increased, and this extra money would go into that fund. State legislation is sought through resolutions to change the training requirements for Fire Department Volunteers to lessen the burden of training for volunteer firefighters. Some resolutions sought to require insurance companies to reimburse volunteer fire companies for cleaning up automobile accidents and other emergency incidents on state and local roads. Resolution # 20-14 sought to require the state Department of Environmental Protection (DEP) to either budget sufficient funds to reimburse municipalities for 50 percent of the costs to prepare or update Act 537 Plans as mandated by the state DEP or to eliminate DEP's ability to mandate that municipalities update these plans. Resolution # 20-15 sought the legislation to prohibit the state DEP from requiring municipalities to implement and enforce a sewage management program in any area of the municipality that does not have documented on-lot sewage system malfunctions, and to limit the requirement for a municipality to implement and enforce a sewage management program to only those lots on which an alternate on-lot sewage system has been installed. Resolution # 20-16 sought legislation to amend Section 5 of the sewage facilities act (Act 537 of 1965, as amended) to allow the use of holding tanks for new land development on properties with less than one acre that were created before May 15, 1972, when no other affordable means of sewage disposal is planned to be available within five years. Resolution # 20-37 sought to prohibit DEP from refusing to approve sewage planning modules while new regulations or policies are being developed.

Old Business:

Carpet Deep Cleaning: Penney said that PestPractice and ServPro had sent quotes, and PestPractice's was cheaper. She made a motion for PestPractice to deep clean the carpets for \$399, Gary M. Williams seconded, and it passed unanimously. Penney said that PestPractice's quote for COVID-19 cleaning was cheaper also. Shawn said that he would contact Matamoras Borough for buying a spraying machine for COVID-19 cleaning, and for borrowing theirs for spraying Milford Township building every week until Milford Township purchased their own spraying machine. Penney made another motion for the PestPractice to do the COVID-19 cleaning as well, Gary M. Williams seconded, and it passed unanimously.

COVID-19 Precautions: Rachel said that facemasks, hand-sanitizers, and PPEs were needed for Township employees and contractors. Penney said that she knew a wholesaler, and she would forward the information to the Secretary. Rachel made a motion for the Secretary to resend letters to employees and contractors of Milford Township urging them to quarantine themselves if they are exposed to COVID-19 or if they have symptoms of this virus, Penney seconded, and it passed unanimously.

CARES Act Grant Budget Adjustment: Penney said that wipes and hand sanitizers could be purchased and donated to the Fire Department if there is some funding left after purchasing laptops and the COVID-19 cleaning machine. Rachel supported Penney by saying that Milford Borough was buying medical supplies for donation. She added that the County protocol for this funding has to be maintained, and a reallocation of the funding needs to be requested to the County, as PPEs and laptops were not included in the original request of this funding. Penney suggested allocating \$7,500 for laptops with other necessary software and hardware. Supervisors discussed that livestreaming of the meetings could be another option.

Rachel added that roadcrews would come into the building during the snowstorms, and hence they would certainly need proper equipment. Penney suggested allocating \$2,000 for purchasing PPEs. She made a motion for Rachel Hendricks to reapply to the County for reallocating the budget of the fund, which was dispersed to Milford Township, for maintaining employees' safety by purchasing laptops and PPEs for them, Gary M. Williams seconded, and it passed unanimously.

PCLP Rate Increase: Penney said that this rate increase was pushed off for six months for comments. Rachel explained that it was pushed off, as the Office of the Consumer Advocate had filed their official complaint that day. This proposed rate increase won't go into effect before July of 2021. Other municipalities also had been discussing this rate increase, and there will be more time to gather people for testifying against this increase. Gary and Penney commented that this company had asked for a large increase in the hope that they would succeed in gaining some increase after a negotiation.

New Business:

- a. **Employee Manual:** Penney Luhrs said that a couple of minor adjustments would be made to this manual. Gary M. Williams made a motion to adopt this new manual by incorporating these minor corrections, and to approve it, subject to the Solicitor's final review. Penney seconded this motion, and it passed unanimously.
- b. **Bond Release of Milford DG, LLC:** The Solicitor said that this company had given a \$64,000 maintenance bond for maintaining earth disturbance activities when they built this building, and they got a final approval from the Pike County Conservation District the past week. He urged Supervisors to release the bond, and he asked the Secretary to send the original bond to him so that he could release it to Milford DG. Rachel said that her daughter was working for Milford DG, but confirmed that it isn't a conflict of interest. Penney Luhrs made a motion to release this maintenance bond, Gary M. Williams seconded, and it passed unanimously.
- c. **Ambulance Tax:** Rachel commented that she was very pleased that the community overwhelmingly voted for the ambulance tax referendum, demonstrating how much people here care for their neighbors. The Solicitor indicated that implementation of the tax happens in the annual tax resolution and directed the Secretary as to the new language that would be needed. Rachel remarked that ~~the~~ Lackawaxen EMS has billed Shohola Township \$20,000 for EMS services, and there might be litigation. The Solicitor added that Shohola Township had even mentioned in a meeting that they would not even respond to this billing. Rachel added that Shohola was not planning to provide any up-front funding for EMS services but has set aside \$60,000 and is working out how they might reimburse EMS providers per call, subject to any insurance reimbursement amounts, which means the lag time from service to reimbursement will likely be extensive. She continued that municipalities that are paying for EMS services are frustrated with municipalities that are not. No ambulance tax would be received before March of 2021, how to pay for services in January and February needed to be discussed in the ambulance meeting, which was scheduled for the coming Thursday.

Penney commented that the Township's bank account balances looked way better than last year's, and she suggested doing a cash flow projection in Quickbooks.

Public Participation:

Fred Weber said that he was encouraging the community to take the survey for the Comprehensive Plan. He inquired when the deadline for this survey is. The Secretary said that the Planner did not set a deadline for this survey.

There was no other business or executive session needed. Penney Luhrs made a motion to pay the bills and adjourn, Gary M. Williams seconded, and it passed unanimously. Adjournment was at 7:49 P.M.

Respectfully submitted,

Shahana Shamim

Secretary/Treasurer