

MINUTES
May 17, 2021
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 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-Chair Rachel Hendricks, Supervisor Gary M. Williams, Zoning Officer Shawn Bolles, Solicitor Anthony Magnotta, and Secretary/Treasurer Shahana Shamim.

Rachel Hendricks made a motion to approve the minutes of the previous meeting, Penney Luhrs seconded, and it passed unanimously.

Treasurer's Report:

Shahana reported that since the last meeting she had received \$90.54 from Bank of America, \$350 from Zoning, \$1,945.30 from Real Estate Transfer Tax, \$400.00 from Sewage, \$77.09 from Magisterial District Court, and \$63,755.42 (Ambulance \$10,625.88 & Real Estate \$53,129.54) from Tax Collector. She also reported the financial institution account balances as \$271,576.17, \$14,593.53, \$25,556.50, \$7,835.06 and \$153,338.61 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 received a salt bid from American Salt, and the Solicitor added that it needed to be opened at 7:15 P.M. Mr. Williams continued that the power takeoff shaft of the mower tractor broke, and its parts, which would cost \$800, were ordered from Ohio. He had visited the area of School House Drive where a property owner was concerned a culvert was contributing to his basement flooding issues with the Engineer, and he hadn't received any reports from this professional as of then.

Zoning:

Mr. Bolles reported that he had issued two zoning permits as of then in May. He continued that UGI had made another application for downsizing the items of their previous application, which was approved in 2020. The Township has expansions, but there is nothing for such modifications in its book, and hence UGI would need to apply for another conditional use with new plans, and the conditional use fee would be \$900 again. They are changing the underground power line to overhead, making the garage bigger and office area smaller while keeping the total area the same, and changing their paving plan to lower the cost of the development. The Solicitor added that their developer's agreement needed to be updated, and he needed to see the plans that were approved in 2020. Mr. Williams added that the Engineer from Kiley Associates was trying to send their comments for this application, but the email did not show any attachments.

Public Participation #1:

Mr. Stroyan, the Vice-Chairman of the Planning Commission, respectfully asked the Supervisors to advertise for a joint meeting of the Planning Commission with Milford Water Authority for June 14 at 6:00 P.M. at the Water Authority building. He continued that there was a meeting at the beginning of this month, it was quite productive, and Mr. Shepstone would combine the concerns of both Boards. The Water Authority needed to understand that the Water Shed Protection Plan needed to be easier to navigate. Rachel Hendricks made a motion to advertise this meeting, Gary M. Williams seconded, and it passed unanimously. Mr. Stroyan said that the Planning Commission is almost ready to present the official Zoning map and the Water Shed Protection Ordinance, which would include the Water Authority's study, map and dialogue. He continued that the Water Authority wants their property to be changed to the low growth zone from the commercial zone, as the goal of this Authority is to protect the aquifer. The Pinchot family owns the property, which is between the Water Authority and Rt. 6 & 209, and they prefer to do the same. Mr. Pinchot's intention is to turn the property over to the Water Authority in the future, but they are not ready for that transfer yet.

Mr. Stroyan asked the Supervisors if they wanted the overlay zones to be included in the Zoning map. The Solicitor added that some Municipalities keep their overlay maps, and they also have the overlay zones superimposed on their zoning maps. He continued that properties that are on overlay zones have to follow certain regulations. The County would have to review this map, and a hearing would need to be conducted to adopt the map. Mr. Stroyan added that there were issues in the Zoning map, they were working on resolving it, and these documents would soon be ready for advertising. Penney added that the Zoning map could be done first, and then overlay zones could be superimposed.

Mr. Stroyan explained that the Wellhead protection and the aquifer protection would be done with the same document, and DEP has a list of all wellheads that this Township has. Penney reminded that the Sewage, which might be close to the well, would go through. Mr. Stroyan added that putting a pipe for central sewage would actually protect the well. He further added that documents would be ready soon for advertising. The Solicitor inquired if limiting the earth disturbance was discussed in those meetings. Mr. Stroyan replied that the Engineers would have to study the amount of earth disturbance that would cause the turbidity. The Solicitor inquired if every developer would be required to do a hydrogeologic study. Mr. Stroyan replied that this requirement could be applied to applications, and an NPDES permit would be required for disturbing land area which is one acre or bigger. He added that requiring a study for disturbing a certain acreage could be added.

Gary M. Williams opened the only salt bid that the Township had received. This bid was from American Salt, and he read out that they had offered \$104.05/Ton for the 400 Tons that he had requested. He added that it was \$1.05 higher than last year's. He made a motion to accept this bid for the 2021-2022 winter season, Penney seconded, and it passed unanimously.

Mr. Williams said that in the last summer, the Township had received water bills which were quite high, as the Garden Club was using its water to irrigate their garden. He added that Milford Township should not be charged for its water consumption, as the Authority's property is in Milford Township, and this Authority does not pay the Municipality property taxes. The Solicitor added that this Township helps this Authority in the winter by plowing their snow. Mr. Williams made a motion to send a letter to this Authority telling them that this Municipality should not have to pay for its water consumption, Ms. Luhrs seconded, and it passed unanimously. Ms. Hendricks asked the Secretary to add in the letter that the Garden Club

irrigation and car washes are part of the same bill that the Township receives and a large portion of the water consumption is going for those community purposes.

Correspondence:

Shahana presented various correspondences received, including from the Zoning Officer, Pike County Commissioners Office, Rachel Hendricks, Vito Dibiasi, Pike County Tax Administration, Blooming Grove Township, Delaware Water Gap NRA, Pike County Conservation District, NEPA, Pocono Mountains Visitors Bureau, US Department of Treasury, PIRMA, Pike County Road Task Force, Park Maintenance Institute, Pennsylvania Department of Environmental Protection, Matt Cartwright, and PSATS

Old Business:

- a. **COVID-19 Emergency Declaration:** Penney said that a modified Emergency Declaration was being proposed. Rachel added that the existing resolution stated not having any in person meetings, but as the COVID-19 situation was changing, wearing masks could be mandated for all visitors and unvaccinated employees that work in the building. She continued that each Board would be allowed to decide whether they want to hold in-person meetings. Employees that are not feeling well and have COVID-19 symptoms will not be allowed to enter the building. Mr. Stroyan added that declaring “this is a public facility, and masks are required” would be easier than figuring out which employees are vaccinated, and which aren’t, and the building would have to be sanitized after each meeting. Gary added that the building is sanitized three times a week. He added that employees should continue wearing masks and maintain social distance whenever they speak with each other and visitors. The Solicitor indicated that the Township’s insurance carrier does not likely cover claims regarding the spread of COVID-19 and the Township should mandate masks to aid with liability limitation.

Rachel said that she would modify the resolution by taking out the phrase “staff not fully vaccinated” and by putting a blanket statement that all people that are interacting with others in the building will have to wear masks and maintain social distancing. She added that people should continue to interact with the Township office electronically as much as possible, and Planning Commission would be able to have in person meetings whenever it becomes necessary, particularly for making the Zoning Map official. A lot of problems happen in hybrid meetings, and hence appropriate equipment would be needed for hybrid meetings. The Solicitor added that meeting rooms would need to have additional speakers so that online attendees can hear what’s happening. Rachel made a motion to adopt the modified Emergency Declaration for the period of that day through June 30, 2021, Penney seconded, and it passed unanimously.

Bill Pitman added that the joint meeting of the Water Authority and the Planning Board was a hybrid meeting, and he could not hear anything. Mr. Stroyan said that that joint

meeting was held in the garage of the Water Authority. He added that he would ask the Chair of the Planning Board to have in-person meetings or zoom meetings, and not to have any hybrid meetings. Supervisors said that each person in the meeting could use their own cellphones, but signal reception is bad in the area where the Water Authority is. Rachel added that some laptops were purchased the previous year, but more equipment might need to be purchased. Mr. Bolles said that multiple laptops were used in one of the meetings of Matamoras Borough, and the feedback wasn't great. He added that their next meeting was set up with individual microphones, and a piece of equipment, which tied all those microphones together and connected to the laptop, was purchased. He further added that this system is recommended by Zoom. The Solicitor added that this system would work well, as it would provide sound amplification. Shawn further added that a 55" TV displays all Board Members and all attendees. Rachel asked him to provide the specifications of this equipment.

New Business:

- a. Resolution - applying for funds for the Scenic Rural Character Preservation Program (SCRCP) for the Comprehensive Plan:** Penney commented that the intent of this application would be to acquire a grant of \$30,000, which could be applied for updating the Comprehensive Plan. Rachel added that \$30,000 could be acquired if a partner is available, but this amount would be \$25,000 if no partners are available. She made a motion to adopt the resolution of the notice of intent for SRCP, and send the appropriate notifications as outlined in the resolution, Mr. Williams seconded, and it passed unanimously.
- b. Request for Additional Assessment:** Mr. Williams said that the property of tax #113.01-01-08.005 was recently sold, and it needed to be added to the tax roll. He made a motion to add this property to the tax roll, Ms. Hendricks seconded, and it passed unanimously. Ms. Hendricks asked the Secretary to send appropriate notifications to the tax collector and the Tax Administration Office.

Public Participation #2:

Bill Pitman commented that traffic was backed up for three quarters of a mile on Route 6 & 209 for half an hour that day, and the Constitution Avenue was not open either. Rachel added that she had seen a lot of complaints online about this matter. Gary said that UGI was putting in the gas line, and they had finished what they had intended to do. He continued that the state law allows only 15 minute holds, and no inspectors from PennDOT were present at the site. He may not be able to attend the following Road Task Force meeting, which was scheduled for May 20th, but he would communicate with PennDOT about this matter.

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 8:01 P.M.

Respectfully submitted,

Shahana Shamim

Secretary/Treasurer