

**MINUTES**  
**June 21, 2021**  
**Hybrid Meeting of the Board of Supervisors**  
**560 Route 6 & 209**  
**7:00 p.m.**

A scheduled meeting of Milford Township Supervisors was called to order at 7 P.M. by Vice Chairperson Rachel Hendricks through a Zoom call, the meeting ID for which had been advertised in advance in the Pike County Dispatch. Also present were Supervisor Gary M. Williams, Solicitor Anthony Magnotta, and Secretary/Treasurer Shahana Shamim. The meeting room was also open for public participation.

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

**Treasurer's Report:**

Shahana reported that since the last meeting she had received \$64.58 from District Court, \$400.00 from Sewage, \$82.00 Code Inspections, \$250.00 from Planning, and \$12,885.01 (Real Estate \$10,737.51 and Ambulance \$2,147.5) from the Tax Collector She also reported the financial institution account balances as \$259,996.75, \$18,926.56, \$19,989.31, \$8,190.61 and \$153,339.91 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 our full-time roadcrew had been absent for some health issues. He continued that he, himself had been going out to check on the roads, and Mr. Nick May and another employee from the Water Authority had been available whenever he needed them. He had asked the contractor for the cost of doing the shoulder of Schocopee road, as there was a manpower shortage, but Leeward Construction hadn't contacted him about when they would start the road project or given him that estimate yet.

Kiley Associates sent a report about the complaint from 109 School House Drive. According to Mr. Miller, the owner of this house, his basement gets flooded by the runoff water from the Township's roads. The Engineer, Kiley Associates, took a look at it, and according to this Engineer's review letter, the groundwater was entering Mr. Miller's basement through a crack. Water steadily flows into his basement even when there's no storm. The Engineer forwarded a copy of this letter to Mr. Miller also.

**Public Participation #1:**

Mr. Fred Weber inquired if Econo-Pak was going to come back anytime soon, as he wanted to talk to them about the increase in the daily traffic that would be caused from their expansion. The Secretary said that Econo-Pak's Engineer hadn't contacted her recently. Rachel said that this addition proposal was still in the Planning Commission level, and this application was never accepted as complete. She asked the Secretary to inform Econo-Pak's Engineer that the schedule of next day's Planning Board meeting might be changed.

### **Correspondence:**

Shahana presented various correspondences received, including from Kiley Associates, LLC, Vito Dibiasi, Matt Carwright, PennDOT, Thomas Shepstone, Delaware Water Gap NRA, Dingman Township, John D. Fuller, P.E., P.C., Civil & Structural Engineering, Solicitor, Pike County Road Task Force, Tom Wolf, Solicitor, Supervisors of Westfall Township, Pike County Office of Community Planning, Pike County Conservation District, and PSATS. Ms. Hendricks said that the Governor had urged the township to apply for the ARP fund within five days, but that correspondence was not dated. She asked the Secretary to date stamp all correspondences from then on.

### **Old Business:**

- a. **Emergency Declaration - COVID-19 emergency disaster declaration is now officially ended – PSATS:** Ms. Hendricks said that Municipalities were required to conduct hybrid or in person meetings, and this order was placed the past Thursday. She continued that she had posted in the facebook that this meeting was going to be hybrid, she was sitting in the meeting room to allow in person attendances, and Gary and the Secretary were in the office room conducting the meeting through zoom. She made a motion to advertise for hybrid meetings for all the scheduled meetings of the Board of Supervisors and the Planning Commission for the rest of the year, Mr. Williams seconded, and it passed.

Rachel said that a proposal of \$1,500 from One Stop Computer was received for setting up the meeting room so that all meeting attendees, in person and zoom, could hear each other. She continued that the Township did not need to order any additional laptops, as the township already had laptops. This expenditure needed to be approved, and eight disc type microphones, which would be needed for the Zoning Officer, all Planning Board Members, and the public, could be added to this proposal. The TV would have to be mounted on the wall so that in person attendees can see all the zoom participants. Gary commented that the phrase “meeting room zoom hardware setup” in the proposal needed to be elaborated, and also, the proposal did not state how big the TV would be. He made a motion to approve up to \$2,000 for this setup contingent upon a more detailed proposal, which being satisfactory to the Board of Supervisors, Rachel seconded, and it passed.

### **New Business:**

- b. **American Rescue Plan (ARP) Fund Application: Active Entity Administrator for SAM Registration:** The secretary explained that she had started the SAM registration, and it had asked her to enter the DUNS number, which she had entered. After filling a portion of this registration, she received an email notification that an active entity administrator needed to be appointed for this registration, and a notarized letter would have to be submitted for this appointment. Rachel made a motion to appoint Shahana as the active entity administrator for this registration so that an application for ARP funding could be placed as soon as possible, Gary seconded, and it passed.
- c. **Hazard Mitigation Plan Update meeting – July 1, 2021 – name/contact information of a Representative:** Rachel said that the County had informed the Township that not sending a representative to this mandatory meeting would imply not participating in their

plan. The Solicitor said that this meeting is scheduled for July 1<sup>st</sup> at 1:30 P.M., and this meeting would be conducted by phone. Ms. Emanuel said that she would be willing to attend this meeting and she had been working on the Emergency Management Plan for the Township through the Planning Commission. Rachel made a motion to appoint Ms. Emanuel as the Township's representative for this meeting, Gary seconded, and it passed unanimously. Rachel asked the Secretary to forward this correspondence of the County to Ms. Emanuel.

- d. **Rescheduling the Planning Board Meeting:** Rachel said that the Planning Board was scheduled to have a zoom meeting the following day. Peggy Emanuel commented that Mr. Stroyan was sitting in the meeting room, and she could not hear him well. Rachel added that microphones would be added ASAP to make hybrid meetings better. She continued that the next day's Planning Board meeting needed to be kept, if Mr. Shepstone would not be available on the 29<sup>th</sup>, the fifth Tuesday. That meeting of the Planning Board could go to recess after discussing with Mr. Shepstone, then reconvene on the 29<sup>th</sup> to carry on the rest of its businesses, and that way meetings would be made more in line with the sudden changes required, legally, as much as possible. She made a motion to advertise the continuation of the June 22, 2021 meeting as a hybrid meeting for June 29<sup>th</sup>, 2021, 7:00 P.M., Gary seconded, and it passed.

#### **Public Participation #2:**

David Richard said that he had some concerns about the draft of the wellhead zoning amendment, and he had sent a letter about it via the zoom text but added that he did not expect an answer at tonight's meeting. Rachel asked the Secretary to add this letter in the correspondence of the next scheduled meeting. She also asked her to send this correspondence to the Planning Board and Mr. Shepstone.

Mr. Stroyan informed the Supervisors that he had invited Mr. Ed Gragert, who had handed a hard copy of a deed to the office, to attend the next Planning Board meeting. He continued that the covenant in the deed stated that that property is for residential purposes, but it does allow any professional businesses and contracting. Mr. Gragert and some neighbors have a desire to include the Boulder Court neighborhood in the residential zone, Ed and his neighbors are willing to attend the Planning Commission meeting to discuss this matter, and this item needed to be included on the Planning Commission's upcoming agenda. The Solicitor commented that the deed covenant is a personal contract between the subdivider and the people who live there, and hence Mr. Gragert should not have the impression that the Township would be able to enforce this covenant of their deed. Mr. Stroyan replied that he did not give that impression to Mr. Gragert at all and that at least one neighbor, with property fronting Rt. 6, had indicated he did not want the zoning changed.

There was no other business or executive session needed. Rachel made a motion to pay the bills and adjourn, Gary seconded, and it passed unanimously. Adjournment was at 7:34 P.M.

Respectfully submitted,

Shahana Shamim

Secretary/Treasurer