

MINUTES

July 6, 2021

**Hybrid Meeting of the Board of Supervisors (Zoom meeting ID was advertised in advance
in the Pike County Dispatch)**

560 Route 6 & 209

7:00 p.m.

A scheduled meeting of Milford Township Supervisors was called to order at 7 P.M. by Chairperson Penney Luhrs. Also present in person were Vice Chairperson Rachel Hendricks, Supervisor Gary M. Williams, Solicitor Anthony Magnotta, and Secretary/Treasurer Shahana Shamim.

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

Treasurer's Report:

Shahana reported that since the last meeting she had received \$100.00 from Zoning. She also reported the financial institution account balances as \$272,905.68, \$15,797.86, \$16,309.14, \$8,190.68 and \$153,341.20 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 Harvey was back to work. He continued that the tractor was up and running, and one pass on the shoulders of roads was done. The body of the 750 truck was repaired by Ray's Auto Repair, and it would be picked up. He was still waiting to hear from Leeward about the starting date for the road and shoulder work at Schocopee Road.

Public Participation #1:

Ms. Hendricks congratulated Mr. Stroyan on his new position on the Pike County Planning Board. Mr. Stroyan reported that Milford Borough was starting a traffic study for deciding whether a light would be required at the Turkey Hill corner. A Member of County Planning resigned, and Mr. Frank Tarquinio had been recommended for that position. The Marcellus Grant is open, but he was unsure if this Township would qualify for it. There will be a hearing on July 12th for Lackawaxen Trail feasibility study, and there was a \$55,000 grant from DCNR for this study. There will be a six-million-dollar project for Kents Creek dam in Greene Township. The Tick-Borne Disease Task Force will come to the Township for a presentation, but it must be asked. A portion of the County's Bennett Avenue property will become an archival facility and a waste transfer station. Mr. Williams added that that portion of Bennett Avenue is in Milford Borough. Mr. Stroyan continued that there would be a County Solid Waste Recycling transfer facility. Lowe's is adding a rental department, and hence, there would be an addition of 3,200 square feet. There will be a 250-acre subdivision with 52 lots on Pine Hill Farm in Westfall. Dime Bank is putting a bank at Dutch's Market on a two-acre piece of land. Delaware Valley School District is adding some square footage, as they do not have enough square footage to accommodate students in the COVID-19 situation.

Mr. Stroyan said that he wanted to warn the Supervisors about some Airbnbs not being permitted buildings. He added that the Solicitor should be asked if any ordinances of the

Township addressed this type of vacation rentals. Penney added that these vacation rentals provide good services, and it could be kept under control as long as massive parties are not thrown. Rachel added that neighbors have to deal with these vacation rentals when massive parties are thrown, and some health/safety issues, such as septic and water problems might happen, whereas regular campsites have facilities for these issues. She added that Lily Pond has campsites, but it has buildings for water and septic. Mr. Stroyan added that the Township might become liable for such safety issues. Rachel added that Lehman Township has an ordinance in place, as they had issues with numerous short term rentals there. Mr. Stroyan added that the Planning Commission needed to be educated about it, or Mr. Shepstone might be able to help with definitions of this type of businesses. Rachel added that Mr. Farley will also be able to help the Planning Board about this matter, as the Airbnb issue had happened where he lived, and he was present at the debate of this issue. Mr. Quick inquired who was sponsoring the traffic study, and Mr. Stroyan replied that the Borough was getting grants for this study. Ms. Luhrs said that Mr. Doug Luhrs was on that Council when the bank went in, and the Council had asked them to pay for the traffic light.

Correspondence:

Shahana presented various correspondences received, including from ARP Funding, Blooming Grove Township, Borough of Milford, CDM Smith, Certificate of Liability Insurance, David Richard, Delaware Highlands Conservancy, Donald Quick, Five Star Equipment, Kiley Associates, LLC, Matt Cartwright, Onestop Computer Sales and Service, Pennsylvania Municipal League, Pike County Area Agency on Aging, Pike County Office of Community Planning, Pike county Commissioners, Pike County Conservation District, Pike County Tax Administration, PSATS Solicitor, U.S. DOT Federal Highway Administration, Vito Dibiasi, and the Zoning Officer.

CDM Smith – Milford Water Main Replacement and WTP System Upgrade: Ms. Hendricks said that no site plans or applications for this project were sent, the Board was being asked to sign a document to confirm if the project conformed with the Storm Water Management Ordinance, and hence, the Board had some questions, such as, where the above ground pump station was going to be on site, if it was going to generate any noise or exhaust fumes, what the distance of the building that is not on site from the construction location would be, and (in terms of emergency management planning) if there was any information about the flood risk in case one or both of those towers came down. Mr. Nicholas May replied that the pump station would be right outside the treatment plant, and it would be right next to the pump station that is already there. He continued that it would be a self-contained building at the front corner of the building on the intersection of Old Owego and Rt. 6. It would hit the reservoir and the stream if one or both of the towers come down, majority of the water would be in the stream, and it would have to cross the stream to get down to Pine Acres. Mr. Stroyan inquired if they would put another stream crossing in there, and Mr. May replied that two huge culverts would be placed. Ms. Hendricks asked him to check with the zoning officer and the building officer about permit requirements so that the normal process could be followed.

Mr. Stroyan said that he would go back to his office, and log in to this zoom meeting to check if the zoom setup was working, as the hybrid meeting was being conducted for the first time and there was no one on the Zoom at this point, which seemed unusual.

Old Business:

- a. **EMS problem in Pike County – Pike County Training Center on Tuesday, July 27, 2021 at 7:00 P.M.:** Rachel said that a report from the Fire Department was due before the next meeting. . She asked the secretary to add “disbursement of ambulance tax money” on the agenda of the next meeting, and to advise the Fire Chief so that somebody from the Fire Department could provide an update of the received calls and expenditures to date. Ms. Luhrs made a motion to send the Supervisors of this Township to the above-mentioned meeting at Pike County Training Center, Gary Williams seconded, and it passed unanimously.

New Business:

- a. **Ratification – advertising July 7, 2021 Planning Board Workshop to be regular planning board meeting:** Ms. Hendricks explained that the disaster declaration at the state level was removed very abruptly on Thursday just before the previous Supervisors’ meeting , and the planning board was scheduled to meet the following Tuesday. In-person meetings were very suddenly required, and just zoom meetings were not allowed from that point. Gary and herself had asked and approved the Planning Board to recess that scheduled meeting of the Planning Board, and to continue to the following week to allow for advertising hybrid meetings. At that Planning Board meeting, Members voted to advertise for converting the July 7th workshop into a regular meeting, as the Solicitor said that he could not attend the following week’s meeting. This advertising needed to be ratified, as this modification was made outside the Supervisors’ meeting. She made a motion to approve this ratification so that Members could vote at the July 7th meeting (Members normally do not vote in workshops). Gary seconded this motion, and it passed unanimously.

Rachel made a motion to send a letter to CDM Smith indicating that more information is required, they need to provide site plans so that the Board could answer to the questions that they had asked, and to discuss with the Zoning Officer and Building Officer, as the Township ordinance requires acquiring zoning and building permits. Gary seconded this motion, and it passed unanimously.

Public Participation #2:

Mr. Quick commented that he had seen “Masks are required” sign at the door. Rachel replied that that sign was left from before, and it would be taken down. She added that according to the state regulations, masks cannot be required anymore, and employees cannot be asked if they are vaccinated or not. Mr. Williams added that all COVID-19 regulations are taken out. Rachel added that the meeting room is setup for hybrid meetings now, which would reduce in-person attendance to keep in-person attendees safer.

Mr. Quick commented that the Engineer from Kiley Associates, LLC had asked to provide a contour map for his lot improvement application, he was surprised at this and it would cost a lot. Penney said that she had to do a contour map for her store. Mr. Quick added that all of his lots are commercial, more than two acres, and the Zoning Officer had commented that the

application had met the zoning ordinance. Rachel added that contour should not be needed, as only the lot line was being moved and no developments were being done. She added that the Planning Commission meeting was scheduled for the following day, and the attorney would be able to answer this question. Mr. Quick said that this Engineer also had asked for building ties while he was just moving the lot line. He inquired if the Supervisors were really obligated to follow this Engineer. Gary added that it's just a lot improvement, not a subdivision, and hence, it should not have been sent to the Engineer. Mr. Quick added that he was asked to provide the existing and the proposed deed, which he had provided.

Rachel said that Mr. Stroyan was unable to log into this Zoom meeting, and a number of people were also unable to join this meeting. Rachel asked the Secretary to call the person who had set up the room for zoom meeting. She also asked the Secretary to post the recording of this meeting. The Secretary said that she was using a different laptop for the new zoom room setup, and that probably had created new username and password. Rachel inquired if all neighboring Municipalities had responded to join the Scenic Rural Character Preservation program for the joint comprehensive plan. Shahana replied that she did not get a reply from Shohola Township, which Rachel said would meet the following Thursday.

There was no other business or executive session needed. Gary made a motion to pay the bills and adjourn, Penney seconded, and it passed unanimously. Adjournment was at 8:00 P.M.

Respectfully submitted,

Shahana Shamim

Secretary/Treasurer