

MINUTES

August 16, 2021

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

560 Route 6 & 209

6:30 p.m.

Supervisors went to the executive session to discuss a potential litigation with a property owner on Schoolhouse Road.

SRCP Application - letter to Pike County indicating whether Milford Township wants to apply for LUPTAP or DCNR funds: The process of applying for Scenic Rural Character Preservation Program had started, all neighboring Municipalities were notified, and none of them wanted to partner with this Township on a joint Comprehensive Plan (Shohola Township never responded back). The County could be notified about whether this Township is interested in applying for the LUPTAP and DCNR funding, which is for open space, parks, and recreation applications. Milford Borough had identified two trails, which pass through this Township, in their Comprehensive Plan. They would like to make a walkway to the Grey Towers and one through Bennett Avenue to the County property. The Grey Towers connection might affect some properties of this Township in a negative way. Cooperation among Municipalities is looked at for LUPTAP applications.

Street Light Bulbs LED: Gary said that he had met with Pike County Light and Power when it was discussed at one of the meetings, and he was asked to wait until the rate increase took into effect. He added that it would be very expensive, and he would follow up with PCL&P again. Rachel said that some extra money is there in the electric line item, as it was budgeted for the increased rate of the whole year, but the rate increase started on July 1st.

The Supervisors and the Zoning Officer said that they had reviewed a letter from Mr. Don Quick.

MINUTES

August 16, 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, Zoning Officer Shawn Bolles, 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 \$149.70 from Code Inspections, \$10,485.07 from the Tax Collector, \$15.13 from Magisterial District Court, and \$77,926.23 from Community Economic and Development Fund. She also reported the financial institution account balances as \$327,363.19, \$19,783.94, \$21,459.26, \$8,190.76, and \$153,342.70 in Wayne Bank (Investment), Wayne Bank (Payroll), NBT Bank, PLGIT (General), and PLGIT (Liquid Fuels) accounts respectively. Rachel made a motion to open a separate account in Wayne Bank to move the American Recovery Funds of \$77,926.23 that were received to ease the accounting and auditing, Mr. Williams seconded, and it passed unanimously.

Roadmaster:

Gary M. Williams, the Roadmaster, reported that after the last meeting he ordered a new chain for the salt spreader, and it was installed already. He continued that replacing all signs with reflective signs had been mandated for the Commonwealth, and he bought a new reflective sign for Schocopee Road. A lot of signs on Schocopee Road were knocked out, and he was doing only a few at a time. The project on this road was 95% complete, everything had been paved, and the shoulders were done. The only thing left was to oil the shoulders, and it would be done in a couple of days.

Rachel said that there was an executive session during the workshop, and it was about the potential litigation on stormwater issue of a property in School House Drive. She made a motion for the Solicitor to send a letter regarding the Township's position on this issue to the owner of this property, Mr. Williams seconded, and it passed unanimously.

Zoning:

The Zoning Officer reported that he had issued permits for two sheds and a fence in the past month. He continued that there had been a few violations, one of those was an outside storage container, and the corporate office had already contacted the owner to get it removed. A pond was installed in a residential property with a setback violation, and some other violations involved chickens. According to the Zoning Ordinance, having chickens requires two acres. Some residents were keeping chickens, and they have properties that are less than an acre. One of those applicants says that the chicken was her pet, a domesticated animal, and she would send an appeal. A garbage complaint, which included rats, was in process. He had visited that property, and saw no rats. This family was going through a family issue, and all their stuff were thrown in the garage. He had contacted their landowner, who had sent exterminators and set cameras on that property.

The Zoning Officer continued that permits for a shed and a new home were pending. A request for a three family unit on a property of less than an acre was received, and it is in the residential zone. He received a request for a mixed use for residential apartments above a commercial building, and this Township does not have it in its ordinance. The reason for this application is that the owner couldn't rent the second floor as commercial. This application would have to go to the Planning Board, which will have to handle the application as a use not provided for. The Planning Board will need to write an ordinance for Mixed Use, and then it would have to go to the Board of Supervisors for their approval. An applicant had applied for a 24 square feet sign, according to the ordinance, the real estate signs that are up to 12 square feet can be installed without a permit, and hence the Supervisors would have to instruct him for that sign.

The Zoning Officer continued that he had received a request for an outdoor use, and the ordinance required all business to be conducted inside buildings. This request was from Light Up the Spectrum, which has a facility for kids with autism. They are asking to do outdoor movies in the parking lot, and that meant there would be kids in the parking lot. They also want to do a fair, where they want to bring vendors for promoting things for kids, and a narrative with a site plan would be submitted. It's a use not provided for, and hence it would have to go to the Planning Board. There is a big parking lot, where electric connections are available, at the back of the building.

Rachel asked him to make a list of such conflicting things that keep coming up, such as the pool versus pond setback requirements, as the Comprehensive Plan and SALDO will be updated soon.

Public Participation #1:

Mr. Quick said that he thought his application would be considered as a temporary banner of 24 square feet. Shawn replied that it cannot be a banner, as the real estate sign was spelled out. Mr. Quick asked what the Township knew about the new school at Milford Hill Lane. Shawn replied that he had gone through all the existing conditions, and the new owner will be operating within them. A Zoning application for an occupancy permit will be submitted by the owner, so that the information could be updated. She will submit a narrative about what and how she is doing in that property. If she decides to do anything outside the list of existing conditions, which were provided to her, then she will have to come before the Planning Board. Mr. Quick commented that it used to be a daycare for preschool age children, and the new owner was going to use it as an elementary school. The Zoning Officer replied that the book and the advertisement showed that the conditional use was for a private school, there were no ages, and that implies there are no changes to the conditional use. The maximum number of children won't be more than 40, and the hours of operation would remain 9:00 A.M. till 5:00 P.M. as before.

Correspondence:

Shahana presented various correspondences received, including from PSATS, Pike County Public Library, DV Hometown Hero, Certificate of Liability Insurance, Center for Dirt and Gravel Roads, Milford Borough, Lawn Care Services, Thomas Farley, Anthony Magnotta, Thomas Shepstone, Matt Cartwright, Pike County Office of Community Planning, Pocono Mountains Visitors Bureau, and Vito Dibiasi. Rachel suggested sending the Pickup the Poconos flyer to Econo-Pak, Dollar General, and KeyFood, as their employees might be interested in participating. She inquired if this Township would be interested in making a team to focus on any areas of this Township to pick up trash on the road. Mr. Williams said that this Township always keeps its roads clean. Rachel said that the road crew could be certified by Dirt and Gravel Roads training, and the Township might even be able to get some funding. Gary said that this Township had tried to get funding from them, but this Township did not qualify, as it does not have any drainage problems. He added that Harvey is certified already, and Dirt and Gravel Roads doesn't train Townships if there are no drainage problems. Rachel added that she had turned in the Hazard Mitigation worksheets, and she had sent a link to those documents to the Secretary. She further added that the NFIP portion, which is about goals and suggestions, is incomplete, and the County will help to fill out that portion.

Old Business:

- A. Disbursement of Funding for the Ambulance:** Penney said that \$24,000 and \$10,000 were transferred to the Ambulance in the previous months, and the balance would have to be sent this time. Mr. Williams added that the two mills of ambulance tax would total about \$56,000, and Rachel added that the County's estimate was about \$60,000. Penney made a motion to send \$14,000 to the Milford Ambulance, Ms. Hendricks seconded, and it passed unanimously.
- B. Ambulance Meeting of August 19, 2021, at 6:30 P.M. – Approval for Attendance:** Rachel made a motion to approve Supervisors' attendance at this meeting, Mr. Williams seconded, and it passed unanimously.
- C. Repairs to Foster Hill Road – \$9,703:** Mr. Williams said that he had contacted three different paving companies, and Port Jervis Paving had sent an estimate for repairing three different sections of 100' X 20, 163' X 20', and 50' X 20' at the Foster Hill Road. He continued that the estimate was \$9,703. It would be a super pave overlay, and the depth required by the State is 45 millimeters. The estimate is under \$10,000, which is the bid price. He had spoken to Jeff from PennDOT, and this expense could be paid from the Liquid Fuels. He made a motion to accept this offer from Port Jervis Paving, Ms. Hendricks seconded, and it passed unanimously.
- D. SRCP Application - letter to Pike County indicating whether Milford Township wants to apply for LUPTAP or DCNR funds:** Ms. Hendricks made a motion to send a letter back to County Planning as the next step of this application process advising them that this Township was not interested in applying for the State funding for the time being, Mr. Williams seconded, and it passed unanimously.

New Business:

- a. Pike County Association of Township Officials – Annual Convention of October 1, 2021:** Rachel and Gary said that they would be available to attend this convention, and Penney said that she would not be able to attend this convention. Shahana said that Ms. Emanuel and Mr. McCarthy would be able to attend this convention, and Mr. DiLorenzo won't be able to attend this convention. Penney made a motion to get a \$50 gift certificate for the raffle at the convention, Rachel seconded, and it passed unanimously.
- b. Replacing street light bulbs with LED bulbs:** Penney said that this item was discussed during the workshop, and Rachel added that Gary would follow up with Pike County Light & Power

Public Participation #2:

Rachel made a motion to purchase a plaque from Creative Laser Creations in Apple Valley Village for honoring the Fire Department's EMS service to the Community, Mr. Williams seconded, and it passed unanimously.

Mr. Bolles said that in the year 2016, there was an amendment to the zoning ordinance regarding notifying the surrounding property owners about conditional use hearings within 14 calendar days. He added that one of the documents stated that the contiguous properties of the applicant had to be notified, whereas the other document stated that it had to be notified to all properties within 200 feet of the applicant's property. He further added that all properties around UGI are beyond 200 feet. Penney asked him to do the larger one for the Township's protection.

There was no other business or executive session needed. Mr. Williams made a motion pay the bills and adjourn, Ms. Hendricks seconded, and it passed unanimously. Adjournment was at 7:43 P.M.

Respectfully submitted,

Shahana Shamim

Secretary/Treasurer