

**MINUTES**  
**November 1, 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.**

The Planning Board Solicitor's monthly bill had been roughly \$2,500, but this time Mr. Magnotta's bill was quite high. The Secretary said that she had started sending all information to both Solicitors of the Planning Commission and the Board of Supervisors. Ms. Hendricks added that primarily the Planning Commission's plan was to do the workshops without their Solicitor, but Econo-Pak's application is huge, and they asked their Solicitor to attend all workshops. Penney said that HRG thought the Act 537 Plan was deemed approved, as no comments were received from DEP within 120 days, but the DEP letter looked like they had rejected this plan.

**2022 Budget Discussion:** The County will make annual donations of \$60,000 to this Township for matching the ambulance tax money, it needed to be shown in the budget with a new category (may be 355.50, County Grants), and forwarding this money to the ambulance could be shown in the category 412.91 (Tax Revenue for Ambulance). The \$2,500 yearly donation for Westfall Ambulance needed to be changed to the line item "other" so that this amount could go to a different department or to miscellaneous charities. The \$7,500 donation to Milford Ambulance is for their equipment, insurance, supplies, and gasoline.

All roadcrews of this Township are being offered \$22-\$25/hour from local companies, as there's a shortage of manpower. Township roadcrews are dedicated, and those who have the CDL license could be given \$21/hour. The items "highway labor", "Highway Machines Labor", and "Snow and Ice Labor" are too many items, all these similar items could be consolidated to one item "labor" for the road department, and their overtime could be a subcategory of the "labor" item. The budget shows the ARP grant money of \$77,000 but spending this money for the Vandermark Drive project is not shown in it. The ARP grant money that the Township received in 2021 could also be added to this item, as it would be sitting in the savings account until next year. The correspondence from Tim Knapp implied that this Township won't get any Ida disaster money, and the estimate of Vandermark Road is about \$139,000. The \$34,000 budget for the Solicitor is too high, one way to cut down this expense could be including the Solicitor in only one of the meetings of the month, or the Solicitors could be asked to attend the meeting via zoom so that their driving time could be saved. The budget has to be in the next meeting's agenda so that it could be advertised for public comments.

**MINUTES**  
**November 1, 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 Rachel Hendricks (Vice Chairperson), Supervisor Gary M. Williams, and Secretary/Treasurer Shahana Shamim.

Mr. 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 \$400 from Sewage, \$325 from Zoning, \$586.25 from Code Inspections, and \$25 from UGI. She also reported the financial institution account balances as \$211,529.28, \$77,854.88, \$15,178.19, \$21,555.20, \$18,515.11, and \$79,971.67 in Wayne Bank (Investment), Wayne Bank (General), Wayne Bank (Payroll), NBT Bank, PLGIT (General), and PLGIT (Liquid Fuels) accounts respectively.

**Roadmaster:**

Mr. Gary M. Williams, the Roadmaster, said that there was a major washout at Vandermark Drive, a temporary repair was done, and he had reported it at the previous meeting. He continued that some spots in that washout are 8-10' deep, and it's beyond this Township's ability to fix this washout. The ditch was extended by about 30', and it was filled it with riprap. There's a stone pond, which is three feet deep and 12' wide, and it was filled with riprap. The water spreads out in this pond and then it gradually goes to the bank. Heavy equipment is not accessible from the bottom, and it must be worked from the top. According to the Township Engineer, whom he had spoken with, the washout has to be filled with concrete. He made a motion for hiring this Engineer to work on the design of repairing this washout, and he added that the cost for the design would not exceed the estimate that he (the Engineer) had provided. Ms. Luhrs seconded the motion, and it passed unanimously.

**Public Participation #1:**

None

**Secretary's Report:**

Shahana presented various correspondences received, including from the Planning Board, Pike County Elections Office, Natasha Ferousis, Milford Borough Council, HRG, Pennsylvania Department of Environmental Protection, Anthony Magnotta, Thomas Farley, Pike County Conservation District, Lackawanna College, Brian Snyder, DCED, Pike County Commissioners Office, Proclamation Department, Pike County Human Services, PSATS, Pike County Emergency Management, PMRS, Pike County Humane Society, and Vito Dibiasi. Ms. Hendricks asked her to do the ARP survey that DCED had sent and to indicate that the ARP money that this Township had received would be used for a storm water project. She also asked Shahana to post the COVID-19 vaccination clinic information, which was received from Pike County Commissioners Office, on the website.

**Old Business:**

- a. **Office Computers – professionals and budget:** Penney said that everything in the office was working, but there are still a lot of things, such as, security issues, that need to be taken care of. She added that the County IT is not available to do this job for the Township, IT professionals are very expensive, and she would keep looking for one.

- b. **Ratification – October 21, 2021 Ambulance meeting – Supervisors’ participation:** Penney made a motion to ratify the supervisors’ participation at this meeting, Rachel seconded, and it passed unanimously. Rachel clarified that Milford Borough had sent this meeting invitation, but they did not provide enough time for the Supervisors to vote for their participation at this meeting.
- c. **Cleaning/Maintenance of the Municipal Building:** Penney said that the County could be asked to clean the building, and Rachel added that it would be free. Mr. Williams said that Harvey would be able to do this job. Rachel added that setting up a routine schedule for regular cleanings, such as, vacuuming and cleaning the carpets could be set up, as there was money in that line item.

**New Business:**

- d. **Conditional Use Application at 510 Rt. 6 & 209 – Natasha Ferousis:** Supervisors said that this conditional use would have to be advertised twice within the 30-to-7-day timespan before the Hearing, which could be scheduled for the December 6<sup>th</sup> meeting at 7:15pm. Mr. Stroyan, the Vice chairman of the Planning Board, commented that this program would be for the people with special needs, and the community would benefit from it. The outdoor activities of this program would be held during after-hours, and other tenants of the building did not have any objections. Penney made a motion to advertise appropriately for the aforementioned schedule of the Hearing, Mr. Williams seconded, and it passed unanimously.
- e. **Scope of Work for the Comprehensive Plan:** Rachel said that this scope of work was originally for Milford Borough, it was updated by changing the word “Borough” to “Township”, and Mr. Williams had suggested two more updates. Rachel made a motion to adopt this scope of work with the suggested changes, and to forward it to the County. Mr. Williams seconded her motion, and it passed unanimously.
- f. **Second Amendment Request – Pike County Second Amendment Sanctuary – Patty Coombs & Bob Roche:** Patti said that this resolution was about protecting the citizens’ rights, eight Municipalities in Pike County had already passed this resolution, and it had recently been presented to Lackawaxen Township. Mr. Roche added that Harrisburg would push these laws through. Rachel said that there was an article in PSATS that had cautioned Municipalities about adopting this resolution, as some potential liabilities would come along with it. Patti said that PSATS usually cautions against ordinances, resolutions do not have any bindings, and preemptions don’t happen in Pennsylvania. Penney said that she liked the resolution, but it could be better to not to say, “never for everything”. She added that the Board won’t vote, as the Solicitor was not present at the

meeting, and this item would be tabled at the next meeting. The representative asked to be in the agenda at the December 6<sup>th</sup> meeting instead.

- g. **Supervisors' participation in 11/4 Ambulance meeting with Borough and MFD:** Supervisors said that this meeting would be held at 6:30 P.M. Rachel made a motion to approve the Supervisors' participation at this meeting, Mr. Williams seconded, and passed unanimously.

- h. **Eastern Pike Regional Act 537 Plan - PA DEP comments - meeting of the stakeholders and HRG Engineering:** Penney said that this Board had received a letter from HRG, and this letter stated that this plan was submitted to DEP more than 120 days ago for their comments. She continued that according to HRG, it could be a deemed approval, as no comments were received from DEP during this 120-day period. This Board had also received a letter from DEP, and this letter stated that DEP had never accepted this plan, as the plan was incomplete. She added that a meeting of the stakeholders needed to be held to see what was going on. Mr. Stroyan, the Vice chairman of the Planning Commission, commented that the letter that DEP had sent was 18 pages long, and it stated that there is an administrative deficiency in this plan. He added that the stakeholders don't need to figure out how to finish this job, while the Township had paid the Engineer, who did not do his job. The Township had signed to pay for the project if the money ran out, and the Engineer should provide a professional answer to the letter that DEP had sent. Mr. Bill Pitman said that HRG was hired to submit a complete 537 Plan, and they failed. He added that more than \$100,000 was paid to this Engineer, and no more money needed to be thrown to them.

## **Public Participation #2:**

Mr. Stroyan inquired what the correspondence regarding Kern Lane was about. Mr. Williams replied that it was about the washout in Vandermark Drive, and that letter was sent to the owner of that road. He added that people who live there think that they own it, but it's owned by only one person. Rachel explained that the Milford Ambulance had made an extensive report about how to access the cabins beyond that bridge, and that report described the challenges in accessing those cabins for emergency calls. This Board had asked the Solicitor to inform the owner of that bridge about that report, and to inform him that emergency responses for those properties would be delayed because of those challenges.

Mr. Stroyan suggested taking the free sanitation that the County had offered. Rachel replied that they had asked to sanitize the building for the previous election, and they had taken three days.

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 7:34 P.M.

Respectfully submitted,

Shahana Shamim

Secretary/Treasurer