

MINUTES
November 23, 2021
Milford Township Planning Commission Hybrid Meeting
560 Rt. 6 & 209
7:00 p.m.

A meeting of Milford Township Planning Board was called to order at 7:00 P.M. by Chairman Robert DiLorenzo, who was present in person at the meeting, through a Hybrid call, the contact information for which had been advertised in advance in the Pike County Dispatch. Also present at this meeting were Members Kevin Stroyan (Vice chairman), Ray Willis, Peggy Emanuel, Patrick McCarthy, Supervisor Rachel Hendricks, Solicitor Thomas Farley, and Secretary Shahana Shamim.

Review of October 26, 2021 Meeting Minutes: Ms. Emanuel made a motion to accept the suggested minutes, Mr. Willis seconded, and it passed unanimously.

Econo-Pak Update: The Chairman, CEO, Director of Operations, builder, Manager of shipping and receiving, Project Controller, Secretary/Treasurer, Chief Operating Officer, and Maintenance Manager of Econo-Pak were present. Mr. Fuller, the Engineer of this project, explained that Mr. Shepstone had asked to do the traffic analysis and the impact for the proposed addition, and Mr. Maffia, a professional engineer, was employed to do it. This engineer had visited the property, and he had specifically considered the morning and the afternoon shift changes, as those were the start and release times of the school. According to this analysis, 53 trucks would be entering, and 65 would be leaving the site. Currently, prepared products are being stored locally, they are ultimately shipped out, and that would be removed from the current flow because of the proposed expansion. There would be 6-12 less trips, as some traffics would be removed. PennDOT considers this site as a low volume one, and it's not even near medium or high-volume count. there are 100 employees in the overnight shift and 350 in the other two shifts. 450 employees will be there for the first and second shifts after the addition is done, but the number of overnight employees would remain 100.

In reply to Mr. Stroyan's inquiry, Mr. Fuller said that there would be adequate parking at the site even if less people wanted to take the bus and park their own cars. Mr. DiLorenzo said that the requirement to come back to show that they have enough parking in case the bussing is discontinued could be another condition. Mr. Fuller added that the Township ordinance does not specify the number of parking spaces for a warehousing, and hence the industry standard was used. Rachel Hendricks asked Mr. Fuller to submit the industry standard reference material for the official conditional use hearing.

Mr. Fuller said that the contract for purchasing the two additional lots was executed already. He continued that a landscape architect was hired, and he was asked to follow the ordinance. The landscaping plan that this architect had made included an extensive planting schedule, it is quite expensive, and very thorough. The plants will provide screening to the front of the property and to the rear parking as well. Mr. Dilorenzo said that there were no plants on the Pocono Drive side, and Mr. Stroyan added that there was a lot of plants in the internal driveway. He further added that there were a lot of commercial properties on the other side of Pocono Drive, and since there are commercial properties on either side, the landscape architect probably had deleted that part of the landscaping from the plan. Peggy added that the landscaper

has to be well aware about the local animals, which eat a lot of landscaping plants. Mr. Fuller said that the architect is local, he knows the area well, and Mr. Shepstone had referenced this individual's name for landscaping. Mr. Stroyan said that the caliper is more important than the height for these plants, and that information was not included in the plan.

Mr. Fuller said that the rendering specialist had provided an additional rendering from Route 6 & 209, and he handed it to the Members. He explained that the proposed building did not appear to be larger than the existing building from this road, and the parking area behind the building is six feet lower than the height of the building. Mr. Fred Weber, a resident from Milford Borough, said that he had learned from his Right-to-Know request that these 125,000 square feet proposed expansion would cost \$2 Million, and he inquired how many more trucks would be entering and leaving this property once this expansion is completed. He also inquired if those trucks would be passing through Milford Borough. The manager of Econo-Pak replied that they have a warehouse in Port Jervis, trucks are driven up and down to and from that warehouse, which would be consolidated to this facility, and hence, those trips will be eliminated once this expansion is completed. He added that signs would be posted for the exiting trucks to turn left on Route 6 & 209 and to take exit 53. He further added that this truck routing information would also be added to all bills of lading. Mr. Fuller added that the peak hour is when they change shifts, and the traffic becomes extensive at that time. 53 trucks enter and 65 trucks leave during that peak hour, and the average traffic in the 24-hour period is 524, which includes both trucks and cars.

Mr. Fuller said that the County's comments were centered around the lot consolidation, which would be shown for the conditional use. He continued that the two lots, which were recently purchased, would be consolidated to the existing land. Mr. Cozza, the Township Engineer, had repeated a lot of comments, which are mostly procedural. All these comments will be met, and no waivers would be required. The CAD file was sent to PennDOT, and they had validated the lot coverage to be under 65%. Originally, he (Mr. Fuller) had said that the lot coverage was 44-45%, as certain gravel areas were not considered, and that did not meet the definition of the lot coverage. The Solicitor told him that the counsel needed to prepare the developers' agreement and the improvements agreement, as Mr. Cozza had added these requirements in his comments. He continued that the developer's agreement is basically a performance bond, and it states the amount of the expense. Mr. Magnotta will review the developer's agreement, as he would be making the final decision. The landscaping maintenance agreement would be needed too. Mr. DiLorenzo added that the full package, which should include the entire submission, would have to be submitted for the conditional use hearing.

Mr. Stroyan inquired what improvements would be done to the existing building. The representatives explained they had been working diligently on the building, and they will continue working to make it a nice building. There were leaks in the roof and some paneling were missing when they had moved in, money was spent to fix all these and the floors, and there are no missing gutters. Money was spent for the air condition also, and more would be spent for the landscaping. New curbing and landscaping were done, and all entrances were fixed. This business maintains a high-quality certification, and regular inspections are done to keep the inside and outside of the building bug free. Clients always check for the quality and cleanliness, and the business would shut down if the standards are not met. Mr. Stroyan said that the next meeting is in the middle of the Holiday season, and hence it would not be fair to have a conditional use hearing at that meeting. The Solicitor added that he won't be available for that meeting either. Mr. DiLorenzo suggested the January workshop, which was scheduled for the

13th, to be a regular meeting, and Ms. Hendricks added that the Board of Supervisors could then schedule their hearing for the first or the second meeting of February. The builder added that he could begin the work in March. Mr. Stroyan made a motion to advertise the workshop of January 13th to be a regular meeting, where the reorganization would happen. He added that the conditional use and the lot consolidation hearing for Econo-Pak will happen at that meeting, and he made a motion to advertise for these hearings also. Mr. McCarthy seconded these motions, and these passed unanimously. Mr. Fuller said that he would bring an updated map at the December workshop.

Making the Zoning map official: Mr. DiLorenzo said that some changes were discussed at the last meeting, he had submitted the Zoning Map with those changes to the County, and he hadn't received it back from the County. Rachel added that the Supervisors had voted at their last meeting to ask the County GIS/Mapping Office for assistance with the overlay map for the proposed watershed/wellhead ordinance. Mr. Stroyan added that Mr. Magnotta and Mr. Shepstone would discuss this matter.

Emergency Management Plan: Ms. Emanuel said that the County had sent the risk assessment worksheet.

Sewage Project – Draft of Act 537 Plan: The Solicitor said that the recent letter from HRG had indicated that DEP should have responded to the submitted Act 537 Draft within 120 days, and the DEP reply came 141 days after the Draft was submitted. Mr. Stroyan added that according to that letter, HRG wanted to clarify the DEP comments of the letter, which was dated October 20, DEP did not reject the plan, and they were basically claiming a deemed approval. He added that the HRG professionals are obligated to get it right. The Solicitor added that the residents would suffer if errors that DEP had mentioned are not corrected. Rachel added that the County money is spent already, and now the issue is who's going to pay for it. Mr. DiLorenzo added that HRG was hired to do the plan, and they should fix the deficiencies in it. He further added that HRG had mentioned in one of their letters that they were representing Milford Township, but this Township never gave them permission to do that. Mr. Weber commented that he had learned from DEP that the 120-day period was for smaller projects, and not for an extensive Act 537 Plan. He added that HRG did not follow the submission process of Act 537 Plan, and DEP didn't even get to the technical review.

Mr. Stroyan said that HRG had asked for one representative from each township to attend their informational meeting, and he was not in favor of that. Ms. Hendricks agreed, and she added that stakeholders would need to listen to what HRG has to say, but some side discussion without engaging HRG would be needed too. She further added that HRG could be paid or sued, and the Township would lose both ways, as both would cost money. Mr. DiLorenzo added that this Board had asked some questions, which were never answered by HRG. Mr. Stroyan added that he had hand carried this Board's comments to the Borough, he didn't get any answers from them either, and Rachel added that DEP letter had stated that that was not acceptable to them. Rachel continued that this Board's comments had questioned about some missing pieces, such as, who was going to be in charge of setting the rates, who was going to be in charge of determining the tapping fees, and a lot of those comments were echoed in DEP's response. DEP had also mentioned in the letter that a review from DRBC was required.

Ms. Hendricks said that Attorney Tony Waldron, the Solicitor for Westfall Sewer Authority, had drafted the contract for the approval of Scenic Rural Character Preservation money, and Westfall Sewer Authority had said that the study would not cost this Township any money. She continued that the contract had stated that if the study cost more than \$140,000, then the Municipalities would kick in to pay for their proportionate share. No formula for the share proportion was added to the contract. Municipalities haven't planned or budgeted to put any money in to do this. Mr. DiLorenzo added that for such sewage plans, a letter of degradation, which finds out the proof of why it's needed, is required. Mr. Stroyan said that the Act 537 Plan was not so good, and the Solicitor added that the deemed approval won't benefit anybody.

Rachel said that the question right now is who's going to pay for it. Mr. Stroyan said that Mr. Magnotta had sent a correspondence stating that a stakeholder meeting was needed, and that was even before HRG had communicated with this Municipality. The Solicitor added that it's always better to listen to the opponent before taking the action. Rachel added that the Municipalities would have to pay in case there's a litigation. Mr. Stroyan added that the only option for winning is that HRG steps in to make it good, and that may not happen.

Public Participation/Discussions

Shahana said that Attorney Lara Ann Dodsworth had handed a lot improvement application, the Zoning Officer had just reviewed it, and she would add this item at the next workshop's agenda.

There was no other business or executive session needed, so at 8:44 P.M., Ms. Emanuel made a motion to adjourn the meeting, Mr. McCarthy seconded, and it passed unanimously.

Respectfully,

Shahana Shamim
Secretary