



P.O. Box 504  
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## MEETING MINUTES

### DEP Letter Response

Location: Milford Borough Hall Meeting  
DECEMBER 13, 2021

Attendees:

Name	Company	Email
Cory Salmon	HRG, Inc.	<a href="mailto:csalmon@hrg-inc.com">csalmon@hrg-inc.com</a>
Matt Roberts	HRG, Inc.	<a href="mailto:mroberts@hrg-inc.com">mroberts@hrg-inc.com</a>
Mark Spatz	HRG, Inc.	<a href="mailto:mspatz@hrg-inc.com">mspatz@hrg-inc.com</a>
Frank Tarquino	Milford Borough	<a href="mailto:franktarq@gmail.com">franktarq@gmail.com</a>
Dave Clark	Matamoras Borough	<a href="mailto:d.clark@matamorasborough.com">d.clark@matamorasborough.com</a>
Joe Dooley	Milford Borough	<a href="mailto:Joseph.dooley@milfordpa.org">Joseph.dooley@milfordpa.org</a>
Paul Fischer	Westfall Township	
Robert DiLorenzo	Milford Township	
Mike Mronzinski	Pike County	<a href="mailto:mmrozinski@pikepa.org">mmrozinski@pikepa.org</a>

### DEP Administrative Incomplete Letter

Mr. Salmon opened the stakeholder meeting by summarizing the DEP's Administratively Incomplete Letter dated October 20, 2021.

Mr. Spatz reviewed the timeline of the Eastern Pike County Act 537 Plan and reviewed the definition of a TAR as well as the specific dates of submission and correspondence regarding the TAR. Mr. Spatz also reviewed the 120-day timeline for the DEP to respond to a submitted plan as well as the guidance of 10-days to determine if an Act 537 is administratively complete. Mr. Spatz informed the group that after sending the 120-day letter to the DEP, Mr. Novatnak had called Mr. Spatz and informed him that the plan would not be considered approved. The group discussed contacting the state legislature to refute DEP. Mr. Salmon pointed out the reasons to not refute or pursue litigation including the low likelihood of success, high costs, delays, and the need to work with the DEP during the permitting stages. The group reached a consensus to move forward by responding to the DEP comments rather than fighting DEP. HRG stated that they could respond to a majority of the comments, but there are several items that need to be discussed before moving forward.

## Key Decisions and Commitments

The group continued conversation regarding the key decisions and commitments that would need to be made. Mr. Clark brought to the group's attention the need for Milford Township to fully commit to an alternative and the concerns of the DEP regarding the Township. Mr. Tarquino and Mr. Dooley stated that the Act 537 Plan states that Milford Township will not have immediate connections and that the sewer line in Milford Township will serve as a transmission line. The point was raised that it was also Milford Township's intention to be able to add connections via Planning Modules.

Mr. Fischer mentioned mandatory connections ordinances and the need for them for federal funding. He also added that although Westfall Township has one, they have not ever enforced it.

The group shifted their attention to the reasons for the need for central sewage. Mr. Spatz mentioned commercial needs, and Mr. Fischer brought to the group's attention the need for the school in Westfall Township to connect to central sewage. He mentioned that Westfall had a grant for that project, so he emphasized the need to continue moving forward.

Mr. Salmon shifted the meeting to some of the higher level issues and commitments that needed to be made. Mr. Salmon first raised the issue that the Municipalities all need to re-adopt the resolution to accept the Plan with stronger commitments to the selected alternatives. There was no opposition raised in the group.

Mr. Salmon next raised the issue of clear institutional alternatives. Mr. Spatz stated that the plan states that Milford Water Authority will build and maintain the sewer lines from Milford Borough to the Westfall Township Line, and Matamoras Municipal Authority shall build and maintain the sewer lines in Matamoras Borough. Mr. Spatz stated in terms of cost, Milford Borough is paying for the transmission line and the projected flow does not include Milford Township.

The next key decision that was discussed was the need for inter-municipal agreements. It was discussed that there would need to be inter-municipal agreements between the Municipal Authority of Westfall (MATW) and Milford Water Authority (MWA), MATW and Matamoras Municipal Authority (MMA), MWA and Milford Township. The Tapping Fee rate would also need to be included in the agreements as well as each Municipality's intended role.

Mr. Clark brought to the group's attention the issue of funding and grants. Mr. Roberts clarified that the Plan currently states that each municipality will apply for funding separately. Mr. Salmon added that the DEP comments were based on the assumption that USDA funding was the only financing that would be explored. Mr. Salmon clarified that the Plan will be updated to mention that other grants and funding will be explored in the Plan such as from the infrastructure bill and CFA grants.

Mr. Fisher asked the group if a rough timeline for re-submission could be determined. The group decided that a March timeline would be the goal, but it would require the inter-municipal agreements and other commitments to be made expeditiously.

Mr. DiLorenzo discussed the issue of tapping fees and where the money would go. It was clarified that the tapping fee of \$1,600/EDU would go to MATW. Mr. Tarquino stated that Milford Water Authority would receive \$10/EDU monthly for O&M. Mr. Spatz stated the wholesale rate that goes to MATW is \$25/EDU per month. The issue was raised about the observation and inspection fee for tapping into the line with Milford Township, and it was decided that the Milford Water Authority would be in charge of inspection. The fees associated with inspection would need to be included in the inter-municipal agreements.

Mr. Salmon brought to attention the issue of wells in Milford Township and Westfall Township. Mr. Roberts stated that he reviewed acquired Water Authority Maps with the Tax Parcel Data and

estimated there are 132 wells in Westfall Township and nine in Milford Township. Based on the needs identification document, 33 wells would need to be tested in Westfall Township and five wells in Milford Township would need to be tested. The group discussed different methods for completing the well study. It was agreed that Mr. Tarquino would ask the MWA to conduct the well sampling for both Milford Township and Westfall Township. The well study results would be a supplement and incorporated into the Plan based on the results.

Mr. Salmon brought to the group's attention the need for an additional public notice period. The group was receptive to the idea, and it was discussed that it would be additional work. The public notice period would be conducted once the plan is completely finalized, and it would occur for all four municipalities at the same time with one public hearing.

### Follow-Up Items

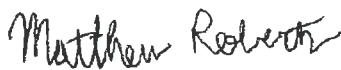
The group discussed follow up items to be completed after the meeting:

1. HRG was to send inter-municipal agreement samples to the Municipalities who will coordinate with their solicitors.
2. The Municipalities were to work on inter-municipal agreements to address the remaining outstanding commitments and rates.
3. HRG was to begin addressing the DEP comments that require no further information from the Municipalities.
4. HRG was to finalize list of responsibilities for the completion of the Plan.
5. HRG was to also send a list of suspected wells and sampling requirements to the Municipalities, and the Municipalities were to determine who would complete the well sampling.

We believe these minutes accurately reflect the items discussed at the subject meeting. If there are any revisions or corrections to these minutes, please contact the undersigned within ten (10) days of receipt of these minutes. If no revisions or corrections are requested, the minutes will stand approved as submitted.

Respectfully Submitted,

HERBERT, ROWLAND & GRUBIC, INC.



Matthew Roberts  
Staff Professional I

MNR/CJS

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Enclosures

c: All Attendees



**Herbert, Rowland & Grubic, Inc.**  
Engineering & Related Services

**AN EMPLOYEE-OWNED COMPANY**

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**ENGINEER'S ESTIMATE OF PROBABLE WELLS IN MILFORD TOWNSHIP  
FOR  
EASTERN PIKE COUNTY REGIONAL ACT 537 PLAN  
DECEMBER 2021**

<b>WELL NO.</b>	<b>STREET ADDRESS</b>	<b>CITY, STATE</b>	<b>EST. QTY.</b>
1	112 Independence Dr	Milford, PA	1
2	113 Independence Dr	Milford, PA	1
3	104 Bull Run S	Milford, PA	1
4	102 Bull Run S	Milford, PA	1
5	106 Bull Run S	Milford, PA	1
6	108 Zebulon Pl	Milford, PA	1
7	110 Zebulon Pl	Milford, PA	1
8	119 Old Sawmill Ln	Milford, PA	1
9	113 Old Sawmill Ln	Milford, PA	1
10	Wheatfeld Plaza	Milford, PA	1
<b>Total Wells</b>			<b>10</b>
<b>% Wells to Sample</b>			<b>50%</b>
<b>Total Wells to Sample</b>			<b>5</b>



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**ENGINEER'S ESTIMATE OF PROBABLE WELLS IN WESTFALL TOWNSHIP  
FOR  
EASTERN PIKE COUNTY REGIONAL ACT 537 PLAN  
DECEMBER 2021**

<b>WELL NO.</b>	<b>STREET ADDRESS</b>	<b>CITY, STATE</b>	<b>EST. QTY.</b>
1	1065 Blue Ridge Ave	Matamoras, PA	1
2	1071 Blue Ridge Ave	Matamoras, PA	1
3	1075 Blue Ridge Ave	Matamoras, PA	1
4	268 Rt 6/209	Milford, PA	1
5	264 Rt 6/209	Milford, PA	1
6	274 Rt 6/209	Milford, PA	1
7	290 Rt 6/209	Milford, PA	1
8	116 Riverview Ter	Milford, PA	1
9	100 Riverview Ter	Milford, PA	1
10	102 Riverview Ter	Milford, PA	1
11	104 Riverview Ter	Milford, PA	1
12	106 Riverview Ter	Milford, PA	1
13	108 Riverview Ter	Milford, PA	1
14	110 Riverview Ter	Milford, PA	1
15	112 Riverview Ter	Milford, PA	1
16	114 Riverview Ter	Milford, PA	1
17	116 Riverview Ter	Milford, PA	1
18	118 Riverview Ter	Milford, PA	1
19	296 Rt 6/209	Milford, PA	1
20	306 Rt 6/209	Milford, PA	1
21	308 Rt 6/209	Milford, PA	1
22	310 Rt 6/ 209	Milford, PA	1
23	312 Rt 6/209	Milford, PA	1
24	320 Rt 6/209	Milford, PA	1
25	378 Rt6/209	Milford, PA	1
26	108 Phillips Ln	Milford, PA	1
27	114 Phillips Ln	Milford, PA	1
28	116 Phillips Ln	Milford, PA	1
29	118 Phillips Ln	Milford, PA	1
30	120 Phillips Ln	Milford, PA	1
31	124 Phillips Ln	Milford, PA	1
32	126 Phillips Ln	Milford, PA	1
33	128 Phillips Ln	Milford, PA	1

34	130 Phillips Ln	Milford, PA	1
35	132 Phillips Ln	Milford, PA	1
36	392 Rt 6/209	Milford, PA	1
37	396 Rt 6/209	Milford, PA	1
38	112 Quail Ct	Milford, PA	1
39	103 Quail Ct	Milford, PA	1
40	140 Roberts Ln	Milford, PA	1
41	418 Rt 6/209	Milford, PA	1
42	106 Roberts Ln	Milford, PA	1
43	102 Roberts Ln	Milford, PA	1
44	103 Grouse Ct	Milford, PA	1
45	122 Roberts Ln	Milford, PA	1
46	121 Roberts Ln	Milford, PA	1
47	123 Roberts Ln	Milford, PA	1
48	129 Roberts Ln	Milford, PA	1
49	148 Roberts Ln	Milford, PA	1
50	152 Roberts Ln	Milford, PA	1
51	154 Roberts Ln	Milford, PA	1
52	104 Stenzlers Ln	Milford, PA	1
53	176 Roberts Ln	Milford, PA	1
54	106 Stenzlers Ln	Milford, PA	1
55	153 Roberts Ln	Milford, PA	1
56	161 Roberts Ln	Milford, PA	1
57	110 Shady Ln	Milford, PA	1
58	105 Macs Ln	Milford, PA	1
59	109 Macs Ln	Milford, PA	1
60	111 Macs Ln	Milford, PA	1
61	176 Roberts Ln	Milford, PA	1
62	196 Roberts Ln	Milford, PA	1
63	153 Georgi Cir	Milford, PA	1
64	150 Georgi Cir	Milford, PA	1
65	105 Georgi Cir	Milford, PA	1
66	109 Georgi Cir	Milford, PA	1
67	101 Ernie Ln	Milford, PA	1
68	122 Georgi Cir	Milford, PA	1
69	126 Georgi Cir	Milford, PA	1
70	131 Georgi Cir	Milford, PA	1
71	136 Georgi Cir	Milford, PA	1
72	118 Raven Ct	Milford, PA	1
73	119 Raven Ct	Milford, PA	1
74	116 Raven Ct	Milford, PA	1
75	115 Raven Ct	Milford, PA	1
76	111 Raven Ct	Milford, PA	1
77	104 Ryan Ln	Milford, PA	1
78	5 Milford Town Green	Milford, PA	1
79	101 Boston Ct	Milford, PA	1
80	114 Ryan Ln	Milford, PA	1

81	111 Ryan Ln	Milford, PA	1
82	100 Betsy Ross Dr	Milford, PA	1
83	102 Betsy Ross Dr	Milford, PA	1
84	104 Betsy Ross Dr	Milford, PA	1
85	106 Betsy Ross Dr	Milford, PA	1
86	102 Ben Franklin Ct	Milford, PA	1
87	112 Bull Run N	Milford, PA	1
88	109 Bull Run N	Milford, PA	1
89	110 Bull Run N	Milford, PA	1
90	107 Bull Run N	Milford, PA	1
91	104 Bull Run N	Milford, PA	1
92	101 Valley Forge Rd	Milford, PA	1
93	114 Independence Dr	Milford, PA	1
94	120 Independence Dr	Milford, PA	1
95	122 Independence Dr	Milford, PA	1
96	124 Independence Dr	Milford, PA	1
97	126 Independence Dr	Milford, PA	1
98	100 Gettysburg Cir	Milford, PA	1
99	101 Gettysburg Cir	Milford, PA	1
100	130 Independence Dr	Milford, PA	1
101	132 Independence Dr	Milford, PA	1
102	131 Independence Dr	Milford, PA	1
103	135 William Penn Dr	Milford, PA	1
104	125 Independence Dr	Milford, PA	1
105	121 Independence Dr	Milford, PA	1
106	100 William Penn Dr	Milford, PA	1
107	115 Independence Dr	Milford, PA	1
108	131 William Penn Dr	Milford, PA	1
109	127 William Penn Dr	Milford, PA	1
110	125 William Penn Dr	Milford, PA	1
111	123 William Penn Dr	Milford, PA	1
112	121 William Penn Dr	Milford, PA	1
113	119 William Penn Dr	Milford, PA	1
114	117 William Penn Dr	Milford, PA	1
115	115 William Penn Dr	Milford, PA	1
116	113 William Penn Dr	Milford, PA	1
117	102 Liberty Bell Ct	Milford, PA	1
118	104 Liberty Bell Ct	Milford, PA	1
119	103 Liberty Bell Ct	Milford, PA	1
120	111 William Penn Dr	Milford, PA	1
121	109 William Penn Dr	Milford, PA	1
122	107 William Penn Dr	Milford, PA	1
123	105 William Penn Dr	Milford, PA	1
124	103 William Penn Dr	Milford, PA	1
125	124 William Penn Dr	Milford, PA	1
126	120 William Penn Dr	Milford, PA	1
127	114 William Penn Dr	Milford, PA	1

128	110 William Penn Dr	Milford, PA	1
129	106 William Penn Dr	Milford, PA	1
130	104 William Penn Dr	Milford, PA	1
131	100 William Penn Dr	Milford, PA	1
<b>Total Wells</b>			<b>131</b>
<b>% Wells to Sample</b>			<b>25%</b>
<b>Total Wells to Sample</b>			<b>33</b>