

## Milford Township

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**From:** Rachel Hendricks [ravhendricks@gmail.com]  
**Sent:** Monday, January 31, 2022 1:44 PM  
**To:** Milford Township; Gary Williams; Bob DiLorenzo  
**Subject:** Fwd: Eastern Pike County Regional Act 537 Coordination Meeting #2 Agenda  
**Attachments:** Well Letter Template.docx

----- Forwarded message -----

**From:** Roberts, Matthew <mroberts@hrg-inc.com>  
**Date:** Mon, Jan 31, 2022 at 11:57 AM  
**Subject:** RE: Eastern Pike County Regional Act 537 Coordination Meeting #2 Agenda  
**To:** Joseph Dooley <joseph.dooley@milfordpa.org>, mmrozinski@pikepa.org <mmrozinski@pikepa.org>, frankt <franktarq@gmail.com>, d.clark@matamorasborough.com <d.clark@matamorasborough.com>, dpluhrs@yahoo.com <dpluhrs@yahoo.com>, westfallsec@optonline.net <westfallsec@optonline.net>, Rachel Hendricks <ravhendricks@gmail.com>, Robert Llewellyn <robert.llewellyn.39@gmail.com>, ssheldon@milfordpawater.com <ssheldon@milfordpawater.com>, debpaulfischer@verizon.net <debpaulfischer@verizon.net>  
**Cc:** Salmon, Cory <csalmon@hrg-inc.com>, Spatz, Mark <mspatz@hrg-inc.com>

Good morning,

Thank you to everyone who was able to attend Friday's meeting. After speaking with all of the municipalities about availability, **our next meeting will be on Thursday, February 10<sup>th</sup> at 11 am via Zoom**. If anyone cannot attend or have a representative from the Municipality attend, please let me know so we can re-schedule to a different time. I will send the agenda and Zoom link information as we get closer.

Below is a brief summary of the discussion:

### Well Sampling

1. The group discussed a preliminary budgetary cost of \$10,000 for the well sampling.
2. The group discussed splitting the costs of the well sampling between Milford Township and Westfall Township as proportional to the number of wells for HRG fees as well as the Microbac sampling and lab result fees (Milford Township has 5 wells, Westfall Township has 33 wells).
  - a. Note: The HRG fees do not include costs of coordination and scheduling beyond providing the Municipalities with a Draft Well Sampling Letter. Well Sampling Letter Template is attached to this email and was also included in previous email on January 19, 2022.

3. The Wheatfield Village Well was discussed. As long as the lab testing results are provided, the Wheatfield Village well does not need to be tested.
4. It was decided that Milford Township would discuss the proposed costs for Milford Township's well sampling with the Milford Township Board of Supervisors. Milford Township will be responsible for coordinating and scheduling the well samples in order to reduce costs.
5. No representative from Westfall Township was able to attend this meeting.

### **Inter-Municipal Agreements**

1. Milford Borough and Matamoras Borough share the same solicitor. They will coordinate and split costs with each other for Milford Borough and MWA agreement and Matamoras Borough and MMA. Milford Borough will formally request an update to agreement with MWA at next meeting.
2. Once Milford Borough and MWA have draft agreement, the group decided agreed that Milford Township will receive a draft and modify it for their agreement with MWA.
3. The group discussed the inter-municipal agreements between institutional alternatives. MATW is between solicitors, but once the position is filled, MATW will be asked to have solicitor take the lead in drafting Inter-municipal agreements between Institutional Alternatives.

### **Milford Township Capacity**

1. HRG stated that capacity will not be an issue even if Milford Township adds significant connections.

### **Scheduling/ Availability**

1. The group discussed availability for coordination meetings going forward. Milford Borough and Matamoras Borough indicated that they should be able to make most days and times work. Mr. Sheldon from MWA stated that he had a preference towards the end of the week. Milford Township indicated that they would be able to attend between 11 am and 1 pm.
  - a. HRG was to follow up with Westfall Township for availability.

### **Tasks to be Done by Next Meeting:**

1. **HRG**
  - a. Provide Well Sampling Template Letter for Residents (see attached)
2. **Milford Township**
  - a. Discuss well sampling costs at next meeting
  - b. Initiate well sampling coordination (letters)

c. Provide Wheatfield Village Well Lab Sampling Results to HRG

**3. Westfall Township**

- a. Discuss well sampling costs at next meeting.
- b. Determine if Westfall Township will handle the scheduling and coordination of surveys.

i. Note: HRG fees for coordination and scheduling are not included in the budgetary estimates.

**4. Matamoras Borough/ Milford Borough**

- a. Initiate Drafting of Inter-municipal agreements with their institutional alternatives

If anyone has any questions, please feel free to let me know.

Best,

Matthew Roberts

Staff Professional I

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HERBERT, ROWLAND & GRUBIC, INC.

501 Allendale Road, Suite 203

King of Prussia, PA 19406

484.460.7050

[mroberts@hrq-inc.com](mailto:mroberts@hrq-inc.com) | [vCard](#)

[hrq-inc.com](http://hrq-inc.com) | [LinkedIn](#) | [Facebook](#)

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**From:** Roberts, Matthew

**Sent:** Wednesday, January 26, 2022 4:57 PM

**To:** Joseph Dooley <[joseph.dooley@milfordpa.org](mailto:joseph.dooley@milfordpa.org)>; mmrozinski@pikepa.org; frankt <[franktarq@gmail.com](mailto:franktarq@gmail.com)>; d.clark@matamorasborough.com; dpluhrs@yahoo.com; westfallsec@optonline.net; 'Rachel Hendricks' <[ravfhendricks@gmail.com](mailto:ravfhendricks@gmail.com)>; 'Robert Llewellyn' <[robert.llewellyn.39@gmail.com](mailto:robert.llewellyn.39@gmail.com)>; ssheldon@milfordpawater.com

**Cc:** Salmon, Cory <[csalmon@hrq-inc.com](mailto:csalmon@hrq-inc.com)>; Spatz, Mark <[mspatz@hrq-inc.com](mailto:mspatz@hrq-inc.com)>

**Subject:** Eastern Pike County Regional Act 537 Coordination Meeting #2 Agenda

Good afternoon,

As a follow up to my Calendar Invite, I have also attached a copy of the meeting agenda. As a reminder, the meeting is scheduled for 9 am this Friday, January 28, 2022. I've shared the Zoom Meeting information below again as well.

Zoom Meeting Information:

Meeting ID: 807-671-8639

<https://zoom.us/j/8076718639>

If you have any questions, please feel free to let me know.

Best,

Matt

Matthew Roberts

Staff Professional I

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**HERBERT, ROWLAND & GRUBIC, INC.**

501 Allendale Road, Suite 203

King of Prussia, PA 19406

484.460.7050

[mroberts@hrq-inc.com](mailto:mroberts@hrq-inc.com) | [vCard](#)

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**Rachel Hendricks**  
845-820-1873

STREET ADDRESS  
City, STATE Zip Code  
Parcel ID No.

January \_\_\_\_\_, 2022

Dear Resident,

Microbac Laboratories is collecting well water samples on behalf of \_\_\_\_\_ Township (Township) as part of the Eastern Pike County Act 537 Sewage Facilities Planning effort. The Eastern Pike County Act 537 Plan includes Milford Borough, portions of Milford Township, portions of Westfall Township, and Matamoras Borough. Microbac will be conducting sampling in the area over the next **three weeks**.

The collection and analysis of well water samples is an important component in identifying sewage disposal needs within the Planning Areas of Township. Each well water sample will be analyzed for Total Coliform, Fecal Coliform, and Nitrate-Nitrogen. Results will be made available to you upon request and there is no cost to you for the well water sample collection or analysis.

Please contact the Township at your earliest convenience to indicate your preferred sampling time. The Township can be reached at (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ weekdays between **8:00 a.m. and 5:00 p.m.** or by email at \_\_\_\_\_.

The Microbac Laboratory representative will provide identification upon request. The water sample must be collected prior to any filtering or disinfection, so the Microbac Laboratories representative may need to enter your home to aid you in completing the sample collection. In total, the sampling should take no more than 15-20 minutes of your time and it will be performed as courteously and as quickly as possible.

Any questions or comments concerning this sampling or the Act 537 Sewage Facilities Plan may be directed to the Township.

We greatly appreciate your cooperation and assistance as we work to complete this planning effort.

Sincerely,

\_\_\_\_\_ Township

Name  
Job Title

c: File