

MINUTES
September 6, 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.

Mike Newmark, the Financial Treasurer of the Milford Fire Department, said that their finances changed. He continued that there were only two accounts in the beginning of the year, the Fire Department had a Money Market and a Checking account, and now the accounts are separated into Fire and the Ambulance. Highmark and medicare were asked to direct deposit into the Ambulance account, but they keep depositing into the Fire account, and the volunteers had been moving those deposits into the Ambulance account. The report, which he presented, represented a profit-loss statement of incomes and expenses, and it was up to date as of August 30th. They had already received \$90,000 for the Township and the Borough, and the Township had just remitted another \$15,000. Mike added that they would provide full disclosures anytime the Township wanted them to.

In reply to Rachel's inquiry, Mr. Joe Saski, the Ambulance Captain, said that AGL was advanced gas, it's a very substantial expense, and it had doubled since the previous year. He added that it was a medical supply company, from where they bought oxygen from. Mr. Magnotta inquired who was doing the Ambulance's billing. Mr. Saski replied that AM Coach, a billing company, generates that, and he works with them. He added that this company does very well, they had tweaked the billing, and the turnarounds are timelier than those were in 2021. They check in on Mondays, Wednesdays, and Fridays, and Friday calls get billed on Mondays.

Mr. Saski said that an ambulance needed to be purchased, and the Borough had applied for the grant money. He added that the price had gone up by 7%-15% since he had last checked, it's \$320,000, and a diesel engine needs to be added, as it performs better. Both Mr. Williams and Mr. Stroyan suggested that the decision to purchase a diesel should be revisited because of issues that could cause the machines to shut off for twenty minutes at a time. Rachel said that the application that was already submitted is Statewide, and she suggested submitting another application for the Monroe County pool,

which is for Monroe County and surrounding Counties, and hence, the pool of competition would be smaller. She continued that the Borough could collaborate with this Township to support this application, which should stress the importance of the need for the whole community and not just the Borough. Mr. Mrozinski from the County might be able to assist with writing this application also. Gary said that COSTARS is a Statewide bid for vehicles, and they don't require any down payments. He added that the Borough buys their police cars, and this Township buys trucks from them. The Solicitor added that the Fire Department and the Ambulance would have to join COSTARS, and Penney added that anything, even shoes, could be bought from COSTARS. Rachel added that there would be a good discount, as these prices go down from the statewide negotiation pool.

Rachel said that the Department needed to know how much collective shortage there will be. She continued that Shahana would report to the County this week about the \$15,000 check that was just handed to him as the third quarter payment, she would ask for the third quarter appropriation from the County, and the same would be done for the fourth quarter. The report showed that the Ambulance had received \$20,000 of Ambulance Tax from the Borough, but the corresponding County match was \$10,000 only.

Mr. Saski said that the 2021 was not adjusted for holidays when the payment is one and half times and sometimes double. He continued that 12-7 is being purchased, but it's not always 12-7 exactly, as sometimes crews are called towards the end of their shift, they would need to continue for two hours, and thus those crews end up having a 14-hour long shift. The rate needs to be adjusted for inflation also, and the report showed the new pay structure. It's hard to find people who are willing to do this work, and qualifications are required also. A higher starting salary needs to be offered, as the County average is \$20/hour. Gary added that Westfall Township was looking for five full-time positions, and those would have to be Township employees. Mr. Saski continued that he works part-time for DVEMS, which has a good package for the full-timers. The report was adjusted for the holidays of 2023, but the extra hours are still unknown, as nobody plans for emergencies. The report showed 12-7, 24-7, and 12-7 with four extra night shifts, and an agreement between Milford Borough, Milford Township, and the Department is needed. Rachel added that the expectation for the Ambulance from Milford Borough, this Township, and the County match is \$210,000, and the next year's cost would be \$236,000. She added that the

Ambulance Company would hear the same thing, that the numbers are not likely to change for this Township and the Borough, and this number is going to be \$210,000 again. This Township does not have the extra funding for this need, but the Township could support the Department's fundraising efforts or the Township could support applications for the equipment.

Gary said that the report showed that 60 calls from Westfall were responded to, in the period from January through June, and Milford Township is giving \$120,000 to the Milford Ambulance. He asked if they got anything from Westfall for answering those 60 calls. Mr. Saski replied that Westfall had a contract with Port Jervis, which was idle for a while, and it fell on Milford Ambulance and Dingman Township Ambulance. Shahana said that the row "Ambulance Tax County Match" does not state that this match is from Milford Township's ambulance tax, whereas the County match for Milford Borough actually stated Milford Boro County Match.

Rachel suggested asking Westfall Township if they would be able to donate for the shortfall for this year. Mr. Saski said that Westfall Ambulance has 12 hours, Milford Ambulance has 12 hours, and those hours could be balanced and complemented to cover this area. He added that he had tried to balance out the weekdays, weekends, days, and nights, but nobody was willing to come to the table. Penney said that that could have been a good solution, and it is frustrating that people don't work together. Gary added that Westfall Township has the EMS tax, and everybody pays \$52. Rachel added that they can use it for the police department as well, as Milford Borough is doing.

MINUTES

September 6, 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 were Vice Chairperson Rachel Hendricks, Supervisor Gary M. Williams, Solicitor Anthony Magnotta, and Secretary/Treasurer Shahana Shamim.

Rachel made a motion to approve the minutes of the previous meeting, Gary seconded, and it passed unanimously.

Mr. Stroyan, the Vice-Chairman of the Planning Board, said he was asked to work on the Zoning map, but it was not on the agenda. Rachel made a motion to amend the agenda to include the Zoning map, which had been inadvertently not placed on the agenda, so that it could be discussed, Gary seconded, and it passed unanimously.

Treasurer's Report:

Shahana reported that since the last meeting she had received. \$37.50 from Code Inspections, \$900 from National Land Developers' variance application, 75 cents from a Right to Know request, \$400 from Sewage, \$600 from Zoning, and \$2,966.30 from the Tax Collector. She also reported the financial institution account balances as \$273,980.25, \$72,200.45, \$20,756.35, \$41,136.80 \$8,775.10, and \$125,806.19 in Wayne Bank (Investment), Wayne Bank (General), Wayne Bank (Payroll), NBT Bank, PLGIT (General), and PLGIT (Liquid Fuels) accounts respectively.

Roadmaster:

Mr. Williams, the Roadmaster, reported that they were working on the retention pond at the bottom of Vandermark, and it was complete. He continued that a couple more rocks would be placed so that no more washouts happen. Two pipes were replaced, 350 Tons of millings were put to lock the pipes, and the pond is doing what it's exactly supposed to do. That pond is taking all the water that's coming down off Vandermark Drive, where the drainage problem was really bad, and all the water is going down the ditch line to where it belongs. No water is supposed to go to the bank, it had been constantly raining for the past few days, and no water is going to the bank. The Engineer's estimate was \$132,000 -150,000, but they would have to make sure that this works before deciding on another use of those funds. Billy Shi, whom he had contacted, owns the road under it, and it was washed out. Mr. Shi had used a 12" pipe across the road, it runs in-between two

houses, and no water was going to the bank. Gary added that everything was working fine, but it would have to be monitored.

Public Participation #1:

Mr. Pittman commented that his electric bill had gone up by 89% since January of 2021. He also asked if all the ambulance calls were life threatening calls or emergency calls. Gary replied that if an ambulance is requested then it has to be sent.

In response to Mr. Pittman's inquiry about expenses going up, Rachel stated that when she started in this office, a tax anticipation note was made, but the Township didn't need it. She continued that the Township has a little cushion now, but it's not really a substantial amount. The purchase of a new truck was ordered, and that would have to be budgeted in the 2023 budget. She asked the Secretary to present a draft proposal of the 2023 budget by the next meeting. She added that if the ARP money is not spent on the Vandermark project, then how that money could be legally spent needed to be figured out. Gary added that one other truck is already 11 years old, and that might need to be replaced also.

Secretary's Report:

Shahana presented various correspondences received, including from the Zoning Officer, Hickory Hills Estates, Kiley Associates, DEP, Department of Community and Economic Development, Blooming Grove Volunteer Firehouse, Milford Theater, Inc., Solicitor, COSTARS, HRG, Bellwoar Kelly, LLP., PennDOT, Davis R. Chant Realtors, Pike County Tax Administration, Pike County Conservation District, and TRUGREEN.

Old Business:

a. Act 537 Plan: Penney said that she had learned that this Plan was already filed without any knowledge of Milford Township. Rachel added that the DEP rejection letter does not state clearly whether the denial is about the previous submittal or the current one. She added that there was a letter that anticipated the previous DEP rejection letter. The Solicitor added that he was asked to call Mr. Roberts of HRG, whom he called, and he had told Mr. Roberts about his concerns about the language in the proposed Intermunicipal Agreement. He continued that it's just a pass-through, this Township is not

passing the mandatory connection ordinance, and the language in the intermunicipal agreement still includes the original statement that if somebody wants to hookup, they could, but it would be at their own expenses. Mr. Roberts' reply was that he didn't understand why everybody was making a big deal about this agreement, which is just a draft for submitting to DEP, and that's why all the blanks are there. Mr. Roberts had also told him that it's not an approved Agreement, and it just needs to be submitted with the Plan. He added that he had the impression that Mr. Roberts would go back and discuss this matter, but he learned that the Plan was already submitted.

Rachel added that she had received a call from Mr. Roberts regarding the extension that the Supervisors had asked for, and he had asked to go concurrently with the Planning Commission review period. She continued that she told Mr. Roberts that she didn't have a problem with that as long as the Board of Supervisors was not precluded from making further comments. Mr. Roberts had also told her that the Solicitors had decided on the language, which was punitive to Milford Township and not consistent with the Plan. It was just a draft, hadn't been approved by anybody, and that he thought the Solicitors had approved that language. The Solicitor said that his letter in August had stated that the Agreement was still under review. Rachel added that she had submitted her comments to Milford Water Authority, and Mr. Sheldon's reply was that it was unclear to them whether it was necessary to respond to her comments, as those comments were from Rachel only as an individual, and those comments were not adopted by the Board of Supervisors. The Solicitor added that he was concerned about the letter of August 31st, that letter had stated the deficiencies of October 2021, whereas the Plan was resubmitted on August 23rd.

Mr. Stroyan said that the August 2nd letter of DEP was sent to everybody, and it was a pre-denial letter. Rachel added that HRG had informed the Township that the pre-denial letter would arrive, and they told us not to be concerned about that pre-denial. The Solicitor added that the August 31st letter had stated that the submittal was administratively incomplete, because it doesn't address the October 2021 concerns, and administratively incomplete means that it won't be reviewed. Rachel added that that brings the Township back to where it was a couple of years ago. Mr. Stroyan added that HRG was providing information to the Township, but they were not backing it up with any acknowledgements from DEP. Rachel asked if HRG had

scheduled any meetings, and Penney said ‘no’. Rachel added that HRG had submitted the Plan to the Planning Commission on August 23rd with a letter, which included a link for the Plan. The Solicitor said that he had typed that link, it didn’t work, and that website probably isn’t functional. He suggested asking HRG to submit a complete set of the Plan in papers. Supervisors voted to ask HRG to submit a complete set of hard copies of the Plan, to send the Intermunicipal Agreement to the Planning Commission for their review, to adopt Rachel’s comments about the Intermunicipal Agreement, then to send it to the Water Authority, and to send the Solicitor’s comments about the Intermunicipal Agreement to the Water Authority. Penney asked the Secretary to provide the paper copies to the Planning Commission after receiving it.

b. Zoning Ordinance 407.2 – County Comments: Penney said that the Zoning Officer had made some comments about the proposed Amendment to this Section of the Zoning Ordinance. Supervisors voted to send this proposed Amendment back to the Planning Commission for their review along with the Zoning Officer’s comments.

c. Annual Convention of October 7, 2022 – Number of persons attending – door prize: Mr. Stroyan and Penney said that they might be able to attend this Convention. Rachel asked the Secretary to send the invitation to the Zoning Hearing Board Members, Tax Collector, Solicitors, and Auditors. Supervisors asked the Secretary to attend the Convention, and to get a \$50 gift certificate from Balch’s as the door prize for the Convention.

d. Agreement for the Milford Theater Use for October 3: The Solicitor said that only a cleaning expense of \$200 was approved by the Board of Supervisors at the previous meeting, whereas the contract showed that there was another \$350 on top of the cleaning fee. He added that the contract also included an additional production cost, which would be determined, and it was too late to do anything else. He also said that the contract had stated that the theater would be available from 5 P.M. till 9 P.M., but the Hearing, which might continue for three hours, was scheduled to start at 6:30 P.M., and hence, the schedule needed to be from 6:00 P.M. till 10:00 P.M. Rachel added that along with the \$200 cleaning fee, the contract stated that the Township would be responsible for cleaning up and removing all the trash.

Penney said that the theater would need to open at 6:00 P.M., the contract is left open, and she would contact Milford Hospitality Group to straighten all these out.

New Business:

a. Accepting payment of the Engineer's invoices from National Land Developers: The Solicitor said that the MPC does not authorize a municipality to pass on expenses incurred in review of the conditional use. He added that Mr. VanLuvanee's letter indicated that the developer would be willing to pay these review costs, but the developer does not want the payment of cost to be a condition precedent of the approvals. He suggested that this Engineer's review cost should be paid by the Township.

b. Making the Zoning Map Official – Kevin Stroyan (this item was added at the meeting because Mr. Stroyan needed to explain the updates of some properties' zoning changes, which would have to be discussed at the next Planning Board workshop): Mr. Stroyan presented the Zoning Map to the Board of Supervisors. He said that the Hickory Hills Estates was a residential area, but according to the Zoning Map, it was in the DD Zone, and how that happened needed to be researched. He informed the Supervisors that the Planning Commission would use the Secretary to go through the minutes to figure out when this subdivision was formed. He further added that some other properties' Zonings were questionable, those properties were marked with dots, and he would work on those properties' zoning histories.

Public Participation #2:

None

There was no other business or executive session needed. Ms. Hendricks made a motion to pay the bills and adjourn, Gary seconded, and it passed unanimously. Adjournment was at 8:30 P.M.

Respectfully submitted,

Shahana Shamim
Secretary/Treasurer