

MINUTES
November 8, 2023
6:30 P.M.

Hybrid Workshop of the Board of Supervisors (Zoom meeting ID was advertised in advance in the Pike County Dispatch) 560 Route 6 & 209

Mr. Bello from the fire department and the ambulance captain attended the workshop. Rachel informed them that the Township needs to apply for a grant from the statewide LSA pool to repave the parking lot, ensuring it is nice and smooth for the helicopter. The quote for the project is \$121,000. A letter from the ambulance, acknowledging that the helicopter lands here and expressing concern about the loose gravel, will be beneficial and was requested by the Supervisors. When a helicopter lands, it blows the mulch around at the alternate site, making the municipal parking lot the preferred landing zone, and there is a risk of the loose gravel breaking the windows of the building. This letter will be submitted with the application.

Mr. Bello said that the income from medical billing, mostly derived from Medicare and Medicaid, is about \$23,000. Rachel pointed out that this figure is lower than last year's. Mr. Bello continued, stating that the report covers the timespan from the beginning of the year to October 1, with a total expenditure of \$187,000. Of this amount, \$10,000 was allocated for utilities, \$8,000 for medical supplies, and \$158,000 to support paid staffing seven days a week, 12 hours a day, from 7 a.m. to 7 p.m. An additional \$1,600 was spent on ambulance maintenance, \$2,300 on basic office supplies, \$200 on uniforms, and \$100 on additional cleaning supplies. The income from the Borough is \$92,000, and \$60,000 is from Milford Township. Rachel added that the fourth-quarter County match arrives after the end of the year. In response to Mr. Di Lorenzo's inquiry, Mr. Bello clarified that the insurance expense is not included in the report, and consequently, the report will be updated accordingly. Rachel mentioned that Mike and Jill, who were the treasurers last year and both retired, provided the report in a specific format. If the same kind of information is presented, it can be easily compared to the previous year's data. Mr. Bello replied that Mr. Nick May is currently the Treasurer, and he is handling many duties for the treasury. However, it's too much work for a volunteer. It's additional and challenging work, which Myer & Myer will take on in the near future.

Rachel said that the third-quarter check from the County is on the way and will be turned over to the ambulance for manpower as soon as it is received. Of course, there will also be a fourth-quarter check. Additionally, the annual contribution, which is not associated with manpower, will be sent before the end of the year. Covering 24 hours is ideal, but there is insufficient funds available to get to 24 hours 7 days a week.

Mr. Williams commented that the report shows that 115 calls for Westfall Township were done in these 10 months, whereas 89 calls were done for this town, even though Westfall Township has their own paid ambulance. Mr. Bello replied that Westfall Township had the same issues that other departments across the county have faced, which include staffing and the challenge of getting enough skilled EMTs available.

MINUTES
November 8, 2023
7:00 P.M.

**Hybrid Meeting of the Board of Supervisors (Zoom meeting ID was advertised in advance
in the Pike County Dispatch) 560 Route 6 & 209**

A scheduled meeting of Milford Township Supervisors was called to order at 7:00 P.M. by Chairperson Rachel Hendricks. Also present were Supervisors Gary M. Williams (Vice Chairman) and Robert Di Lorenzo, Alternate Solicitor Thomas Farley, and Secretary/Treasurer Shahana Shamim.

Mr. Williams made a motion to approve the minutes from the previous meeting, Mr. Di Lorenzo seconded, and it passed unanimously.

Treasurer's Report:

Shahana reported that, since the last meeting, she had received the following amounts:

- \$1,033.91 from delinquent taxes,
- \$47.25 from Magisterial District Court,
- \$2,239.30 from R.E. Transfer taxes,
- \$900 fee
- \$250 stenographer's fee from AutoZone for conditional use application,
- \$100 from Zoning,
- \$95.70 from Code Inspections,
- \$603.89 regular tax
- \$234.95 of interim tax from the tax collector,
- \$150 from sewage.

She also reported the following account balances:

Wayne Bank Payroll: \$20,474.91;
Wayne Bank Investment: \$10,538.78;
Wayne Bank General: \$59,181.89;

NBT Bank Checking Account: \$18,519.58;
NBT Bank Money Market: \$16,422.03;

PLGIT General: \$217,411.81;
PLGIT Liquid Fuels: \$55,789.98;

Roadmaster:

a. Sealed bid - sale of the 1996 Kodiak dump truck: Mr. Williams said that he had received one more bid, which was from Century RV Incorporated of Bellefonte, PA. He opened it, and the amount was \$2,607.00, which was much lower than the previous two bids. He made a motion to reject this bid. Rachel seconded the motion, and it passed unanimously. The solicitor

advised that the truck could be put up for rebid, or the first two bidders can be called back to see if they're still interested. Gary said that he would call the first two bidders.

b. Hiring of Logan McKean: Gary made a motion to hire Logan McKean for 32 hours a week at the salary of \$16 per hour. Mr. Di Lorenzo seconded the motion, and it passed unanimously. Rachel added that this position was advertised, and Logan was the best candidate.

Mr. Williams reported that in the last couple of weeks, they've basically been doing some brush cutting and trimming trees. Approximately 200 tons of millings were placed on the dirt portion of Schocopee Road, and it was well-done. The millings were all free, so it was basically just manpower and fuel to haul them up there, and they're holding up very well. The new Mack is getting ready for snow plowing and computerized control for the sander. It was picked up and should be back here within the next week. The other two trucks are already ready for winter.

Public Participation #1:

Mr. Bill Pitman was on Zoom and commented that the video was quite slow. He offered to come to the building the next morning to check the internet speed. He also inquired if the Ambulance had provided any spreadsheets regarding the schedule of the calls. Rachel explained that it would be helpful to know when most calls occur. Initially, there was a discussion about the best time frame for the coverage period, and it was determined that seven to seven had the highest call volume. A report detailing all calls in the township, including the date, time, location, and type of call, was previously received from the County and discussions were held with Shohola and Westfall about partnering together to increase opportunities for 24-hour coverage. Suggestions were made to split prime hours on Mondays and Tuesdays, prime hours on Wednesdays and Thursdays and alternate weekends, Friday-Sunday. However, this proposal did not move forward. Communication with Westfall will commence soon because our taxpayers are funding this, and more calls are being run in Westfall than in Milford Township. Another factor at play is that specific facilities in Westfall are generating more calls, and a single ambulance may not be sufficient for them to handle that call volume. While we are pleased that fewer Milford Township residents currently need the ambulance, we are concerned about taxpayer money being spent predominately elsewhere. On the other hand, we must remember that in the past, Dingman Township has responded to calls from Milford Township. Thus, we are in an ecosystem where mutual support is essential, but we need to enhance functionality and collaboration. High-call volume occurs seasonally during the peak visitor time of the year, with the most traffic. The lowest call points tend to be in January, February, and March, except for bad weather events causing traffic accidents. The report that was just submitted displays the year-to-date call statistics, broken down by month. However, it does not provide a breakdown by time of day or other factors. There have been 398 paid calls, while volunteer calls stand at 32. Missed calls from January through October totaled 48, occurring when the service was out of operation. Additionally, 89 calls were missed while in service, possibly due to the ambulance already being engaged. Supervisors mentioned that Bill can obtain a copy of the recently submitted report.

Secretary's Report:

Shahana presented various correspondences received, including those from Department of Environmental Protection, Brian Snyder, liability insurance, TRUGREEN, Pike County Conservation District, Greenwood Hills Property-owners' Association, Kiley Associates, and Pike County Commissioners.

Old Business:

a. Hearing – Subdivision and Land Development Ordinance: Rachel made a motion to recess the Supervisors' meeting and convene the public hearing on the SALDO ordinance. The motion was seconded and passed unanimously. The solicitor stated that the entire ordinance is currently undergoing amendments, and both the Planning Commission and the Board of Supervisors dedicated a significant amount of time to it. The public notice, indicating that it was placed in the Pike County Dispatch on October 19th and October 26th, specifying that it is for tonight, serves as the first exhibit. He marked the comments from the Pike County Planning as exhibit #2. The secretary mentioned that the current version addresses the Planning Commission's concerns, and the solicitor designated the draft ordinance as exhibit #3. For the record, he declared the presence of the press, three supervisors, the secretary, Eve, and himself at the meeting. Additionally, Bill Pitman, Fred Weber, Edward, and Nancy were present via Zoom.

Rachel said that the proposed ordinance is a good document to move forward with, but it was not ready yet to be adopted. She added that she had given her comments to Mr. Magnotta, who felt that Tom Shepstone would be required to respond to a few of these items. Rachel pointed out that mobile and manufactured homes are being penalized by requiring five times the open space, which drives the cost up dramatically. However, she acknowledged that the Planner might have some legitimate reasons for it. She also highlighted that the language regarding the option for the developer to opt out of developing a recreational facility needed to be discussed.

These points need to be discussed with the Planning Board at a joint meeting. If changes are made, it will have to go back to the County Planning, and a new hearing will be required. The intent to adopt the ordinance is clear, as it has already been advertised. Rachel made a motion to close the public hearing and to reconvene the Supervisors' meeting. Gary seconded the motion, and it passed unanimously. The transcript of the hearing can be obtained from P A B Reporting Services at 123 New Street, Hughestown, PA 18640. For inquiries, please call (570) 655-2729.

Rachel made a motion for the Planning Commission to hold a joint workshop with the Supervisors and Tom Shepstone. Gary seconded the motion, and it passed unanimously.

b. Hearing Schedule – National Land Developers' Conditional Use Application: The developer had requested to cancel the October 19th hearing, and they had granted a 30-day extension. However, the developer was informed that the 30-day extension was not sufficient because it would bring them close to Thanksgiving. The 30-day extension will end on November 18, and the developer hasn't provided any further extension since then. Rachel has been

discussing the matter with Mr. Magnotta and Mr. Lee Stinett, who suggested some dates for December and January to the developer, but nothing in writing has been received up to now.

The solicitor mentioned that the clock is running, and the applicant is not responding appropriately. Rachel made a motion to schedule the hearing on November 18 at 5 P.M. at Pike County Public Library. Gary seconded the motion, and it passed unanimously. In response to Mr. Fred Weber's inquiry, Rachel stated that the developer needed to address an internal item prior to the next hearing.

c. 2024 budget release/advertisement for public comment: Rachel explained that the proposed budget includes a two-mil tax increase. Last year, a deficit budget was passed without any tax increase because people are struggling due to inflation, but there is no room to continue this deficit budget anymore. Forty-nine percent of the expenditure is on the road crew side, and 23% is on emergency services. There is some support other than the real estate tax, such as the \$60,000 match from the County for EMS and \$59,000 from the State liquid fuels for the roads, and some interests also accumulate. This Township is the only municipality in the County that has a part-time office to keep the cost low. The proposed budget does not have a significant amount of savings. The proposed total revenue is \$670,660, and the total expenditure is \$670,198. The emergency operations plan and finishing up the draft comprehensive plan are the two priority projects for 2024. Funding from the statewide local share account grant will be sought to repave the parking lot. Medivac lands in the parking lot when there are serious accidents or injury calls. The loose gravel is a problem for them, and the fire department personnel are concerned that those loose gravel are going to break windows when they land the helicopter here if it gets much worse. The Secretary will post the proposed budget on the website the next morning.

Rachel made a motion to advertise this budget proposal for 2024 for the 30-day public comment period, with the budget hearing to be held at the subsequent Supervisors' meeting, and to post the budget on the website. Mr. Di Lorenzo seconded the motion, and it passed unanimously.

New Business:

a. Ratification of executive sessions held to interview Assistant Secretary/Treasurer candidates and offer of employment to candidate(s) for Assistant Secretary/Treasurer position: Rachel made a motion to ratify the executive sessions held on October 25, October 30, and November 1 for the purpose of interviewing candidates for this position. She also made a motion to offer employment at the rate of \$16/hour with 20 hours/week, plus one/two nightly meetings per week, to candidate #1. In the event that candidate #1 declines, the same offer will be extended to candidate #2. Mr. Di Lorenzo seconded her motions, and they passed unanimously.

b. Request for additional expenditure for facilitation of focus group meeting for Comprehensive Plan update: The workshop to gather feedback from the focus group is scheduled for tomorrow night, and the Planning Commission prefers Mr. Jayson Wood from Woodland Design Associates to attend and facilitate the conversation with the focus group. Mr.

Wood has informed the Supervisors that his attendance at this workshop would cost \$450. The budget for the Comprehensive Plan update is very close, and this \$450 will be an additional expense. She made a motion to approve this extra expense. Gary seconded the motion, and it passed unanimously.

c. Extension for Conditional Use Application – AutoZone Development, LLC.:

Supervisors voted to accept the letter from MDM Engineering, dated October 13, 2023, which stated that no formal applications were submitted. The letter was for informational purposes only, ensuring that the time clock does not start.

d. DEP response to Eastern Pike Act 537 Plan and meeting with DEP: A

correspondence from DEP indicates that they have rejected the Act 537 plan submitted to them as unimplementable. A meeting date is currently set for either December 4th or 5th, and several parties have indicated they could attend on the 4th. Mr. Di Lorenzo can be sent as the representative to that meeting, with the authority to gather information only. He will bring it back to the board and the Solicitor for further discussion and is not authorized to make any decisions until hearing what DEP has to say. Rachel made a motion for it, and Gary seconded; it passed unanimously.

Mr. Fred Weber inquired if HRG would be paid again if the municipalities decide to proceed with this project. Rachel responded that a correspondence was sent to the other municipalities, stating that Milford Township does not permit them to spend any expenses without advanced permission to move forward with the project. There is no immediate benefit apparent, and so no such approval is foreseeable. The Township is not driving that project forward, so, from our perspective, no money would come out of our pockets. Mr. Weber thanked the Board for sending Mr. Di Lorenzo, the SEO, to the next meeting.

e. Adoption of Earth Disturbance and Filling Permit: The Planning Commission had previously requested a follow-up on a specific property, and this agenda item is related to that request. In his correspondence, Mr. Magnotta sent correspondence indicating that a separate earth disturbance and filling permit is necessary. This is because the existing language in the zoning ordinance links the permit requirement to land development, and in this case no land development is currently proposed. Mr. Magnotta also recommended that the zoning officer obtain examples of ordinances illustrating this point to share with both the Supervisors and the Planning Commission. Mr. Magnotta's belief is that, according to the current ordinance, there is no permit requirement even when disturbing more than half an acre, as long as there is no associated land development plan. Essentially, trees can be cleared, and dirt can be dumped without a permit under the existing regulation. If this approach is not in line with our intentions, then we need a mechanism that is not tied to a land development application. The current language in the zoning ordinance only enforces the permit requirement when there is a concurrent land development plan. A threshold and how to regulate that ordinance need to be figured out, if that is the desired intent, as that's a regular activity by many property owners in every place. Anything that comes in from out of state automatically has to undergo analysis, and those analyses are sent to Brian at DEP. What is concerning to the township is when there are large operations, and their fills are brought in from unknown sources. The major concern is if it's local fill, which does not go through the analysis. The analysis is conducted by soil companies,

not by the building, and the Conservation District looks at the analyses. Analysis is done even when a private residence is filled, for example, with 100 truckloads, which is not a lot, and usually, the municipality's engineer examines it. There are some sites for local excavation that are fairly large, but the Conservation District constantly monitors what's going in there. This kind of activity occurs every day in every municipality. This matter can be forwarded to the Planning Commission for discussion of an ordinance, which would require a permit for clearing if the area exceeds half an acre, and standards can be established. This may be more of a question for Tom Shepstone than for the zoning officer. Rachel motioned to authorize the Planning Commission chair and the township planner to conduct research on this issue and potentially follow up if they identify any missing pieces in this section of the existing ordinance that they feel would be prudent to add to with regard to this concern. Gary seconded the motion, and it passed.

f. Request to Use the Meeting Room on November 11 – Greenwood Hills POA:

Rachel made a motion to approve this request with the usual conditions, and Gary seconded it. The motion passed unanimously.

Public Participation #2

The news reporter asked who Lee Stinnett, Anthony Magnotta, and Tom Shepstone were, and Rachel provided that information. Mr. Stroyan congratulated Mr. Di Lorenzo for actually being elected as the Supervisor. Rachel reminded everybody that the focus group meeting for the Comprehensive Plan was scheduled for tomorrow night.

There was no other business to discuss. At 8:12 P.M., Rachel made a motion to pay the bills and adjourn. Mr. Di Lorenzo seconded the motion, and it passed unanimously.

Respectfully,

Shahana Shamim
Secretary/Treasurer