

Minutes
January 2, 2024
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, Solicitor Anthony Magnotta, Secretary/Treasurer Shahana Shamim and Assistant Secretary/Treasurer Barbara Schiavone.

1. **Reorganization:** Rachel asked Tony Magnotta to serve as Chair while appointments were made. The following appointments and items were voted upon and approved:

Chairperson – Gary M. Williams (Supervisor)

Vice Chairperson – Rachel Hendricks

Roadmaster – Gary M. Williams

Supervisor – Robert Di Lorenzo

Tax Collector: Lorelei Davis (separately elected position)

Secretary/Treasurer: Shahana Shamim

Assistant Secretary/Treasurer: Barbara Schiavone

Solicitor – Anthony Magnotta

Alternate Solicitor: Tom Farley

Building Code Official (commercial & residential): Code Inspection, Inc.

Sewage Officer: Robert Di Lorenzo

Emergency Management Director: Eric Passaro

Zoning Officer: Shawn Bolles

Township Engineer: John Fuller

Alternate Engineer: MHE, Kiley Associates and James Farr

COG Representative: Shahana Shamim (Alternate: Barbara Schiavone)

Planning Commission:

Members: Kevin Stroyan (Chairman), Ray Willis (Vice-Chairman), Robert DiLorenzo and Michael Williams

Planning Commission Secretary: Shahana Shamim

Planning Commission Assistant Secretary: Barbara Schiavone

Planning Commission Solicitor: Tom Farley

Planning Commission Alternate Solicitor: Anthony Magnotta

Zoning Hearing Board Members: Bill Pitman, Phyllis Simpson, and Ed Ryman

Zoning Hearing Board Solicitor: Andrew Bellwoar

Zoning Hearing Board Conflict Solicitor: Tabled

Vacancy Board Member: David Helms

Open Records Officer: Shahana Shamim

Alternate Open Records Officer: Barbara Schiavone

AUDITING FIRM: Kirk, Summa, & Company

HOLIDAY CALENDER: Follow Pike County's schedule of holiday closings
OFFICIAL NEWSPAPERS: Pike County Dispatch, Pocono Record, Pike County Courier, and Tri-county Independent
TOWNSHIP OFFICE HOURS: 9am to 1pm, Monday – Friday
Building Code Enforcement officers: 9:30am to 11am on Mondays
Zoning Officer: 11:00 A.M. to 1:00 P.M. on Mondays

SUPERVISORS' MEETING SCHEDULE: 1st Mondays and 3rd Mondays of the month at 7 P.M. Workshop at 6:30 P.M. (if a legal holiday, the Supervisors will meet at 7pm Tuesday of the same week). Due to the 2024 election schedule, the first meeting in November will be on November 7th.

PLANNING COMMISSION MEETINGS: 4th Tuesday 7 P.M. of the month. Due to a scheduling conflict with the 2024 election, the April meeting will be April 30th.

PLANNING COMMISSION WORKSHOPS: 2nd Thursday 7 P.M. as needed.

Depositories: Wayne Bank, NBT Bank, and PLGIT**Rachel Hendricks abstained from voting on the depositories, stating that this presented a conflict of interest with her securities license.

Treasurer's Bond: \$500,000

Assistant Treasurer's Bond: \$500,000

2. **Minutes of December 18, 2023 meeting were approved.** Bob made a motion to approve and Rachel seconded, it was unanimously approved.
3. **Treasurers Report:** 1-2-2024 Receipts: \$261.35 from Code inspections, a dividend check of \$251.69 from PSATS Unemployment Compensation Group Trust, \$1,375.96 Tax Distribution #14, #13 Regular Tax. \$720.00 from Sewage,
4. **Roadmaster:** Gary said they cut some brush and did some patching. He had a truck out the other night for a quick ice-over but that is it. Gary mentioned how the Kodiak has been for sale since October, he received some bids, that had been previously rejected. He followed up with all the previous bidders but received no responses when he reached out to them. The last bidder offered \$7,000 cash and he made a motion to sell to that bidder at that price. Bob seconded. The motion passed with unanimous agreement.
5. **Zoning** – Nothing to add at this time.
6. **Public Participation** – Kevin Stroyan was contacted by the Milford Water Authority. They have a meeting on Monday and he would like them to discuss the invitation we sent them. Rachel suggested sending the letter via email to Mr. Sheldon as well as to the main email at the Water Authority.

7. **Secretary's Report** – Shahana presented that she received correspondence from the following: Brian Snyder with comments from the County, Lisa Baker, Joe Adams, Girl Scouts Heart of Pennsylvania, US Dept. of Commerce Census Bureau, Wayne Bank and Milford Water Authority.

8. Old Business

- a. **Review of the Zoning Map** – Bob made a motion we table this until the next meeting. Gary seconded the motion to put on the next agenda. All agreed.
- b. **SALDO** – County Comments – Rachel said we have a letter from the county as well as our Planner's response to that letter. She made a motion to have the office request a Word document from Mr. Shepstone, and once received we could make modifications as requested on items 1 through 9 and 11, but not 10, which is the cul-de-sac comment that the County made. Then send the revisions back to County to put this on the agenda for next meeting and Bob seconded. The motion passed with all in agreement.

9. New Business

- a. Approval – Reorganization of the Planning Board was approved to take place at their Workshop of January 11, 2024.
- b. Switching Natural Gas – Gary spoke with someone from SwitchingGas.com about cutting the costs of our gas bill but they were supposed to follow up with further information. On the phone they mentioned the capability to cut our costs from \$7 per unit to \$4.50. They never sent us the information. Bob asked to have the Supervisors notified when we hear back.

10. **Other public participation:** Kevin Stroyan expressed concern about our building a good relationship with UGI and wondered if possibly changing our gas provider at this time would be wise.

Bob Di Lorenzo asked if there was a possibility of payroll being compromised by the breach at Wayne Bank. Shahana said there was not. Rachel said the letter from Wayne Bank wasn't clear if it was check signers only or the Township info that was possibly compromised but there was a security breach and they are making identity theft assistance available for account holders to sign up for two years. They believe it occurred through the files transfer software, a third party vendor. Rachel inquired if we download any part of our financial records directly from their site & Shahana said we do not. Wayne Bank gave their customers a website to register and fill out an identity protection form which takes only 5 minutes per Tony Magnotta & provides two years of protection.

11. **Pay Bills and Adjourn** – At 7:32pm Gary made a motion to pay bills and adjourn. Bob seconded and all agreed.