

**Board of Supervisor Meeting Minutes**

**February 5, 2024**

**6:30pm**

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

The first topic the Supervisors discussed is the website redesign proposal. Mr. Socks was on Zoom to answer any questions. The other item is the Zoning Amendment. Tony Magnotta mentioned a conversation he had with Mr. Di Lorenzo about the proposed Section 407 amendments and that Mr. Di Lorenzo was dissatisfied with the wording in the proposal, especially “permitted use”. He didn’t believe that if it’s permitted use, it’s within the zoning officers’ discretion to issue the permit or not. Mr. Magnotta agreed with his analysis and agreed that it should apply to conditional uses and special exceptions, but not to permitted uses. He thinks what we need to do is have a specific section dealing with warehouses. And we need to have a specific section dealing with chemical storage and chemical manufacturers. He feels those need to be placed in the ordinance and that our alternate counsel may have some suggestions on the warehouse which Tony agrees with.

Tony said he will discuss language possibilities meeting the Supervisors concerns with Mr. Shepstone and if they will come up with some language. Rachel said the ITE should have some definitions for each of these different types of warehouses that should be differentiated in the standards. She feels that John Fuller should come to our next meeting to the workshop armed with the ITE definitions and assist us with clearly defining them for amendments. Tony agreed. Tony added that the definition of warehouse needs to be reconsidered also. Our definitions should have logistics facilities subcategories, such as small warehouse. Bob stated that we can’t change the definition until we know what the ITE says. Bill Pitman asked about fulfillment centers. All the five different styles of high cube warehouses should be specifically defined, that way if we get an application that gets approved for one kind and then when they get the tenant, it changes, our ordinance will require them to come back.

**Minutes**

**February 5, 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 the Milford Township Board of Supervisors was called to order at 7:05 P.M. by Chairperson Gary Williams. Also present were Supervisors Rachel Hendricks (Vice Chairperson) and Robert Di Lorenzo, Solicitor Anthony Magnotta was present via Zoom, Secretary/Treasurer Shahana Shamim and Assistant Secretary/Treasurer Barbara Schiavone.

Rachel Hendricks made a motion to accept the minutes from the previous meeting, January 2, 2024. Bob Di Lorenzo seconded the motion, and it passed unanimously.

## **Treasurer's Report:**

**2-5-2024 receipts:** \$7,000 from the sale of Kodiak dump truck, \$10,022.08 from Realty Transfer Tax for December, \$4,318.86 from Realty Transfer Tax for January, \$2,216.57 Delinquent Taxes, \$250.00 from Zoning, \$12.50 from Pike County Probation Office, \$8.68 from Magisterial District Court, \$452.59 from the Tax Collector, \$1,562.50 from Pike County Commissioners for the Comprehensive Plan Update project, \$13,794.20 from Pike County Commissioners for the EMS Match \$1,150.00 from Shawn for Variance Application, \$500 from Planet Aid, \$400 from Sewage, \$373.62 Taxes from 2023 Upset Sale, \$35.63 Taxes from Repository Sale Nov/Dec 2023, \$71.82 from Commonwealth of Pa.,

## **Financial Institution Account Balances 2-5-2024:**

Wayne Bank Payroll: \$15,304.68;  
Wayne Bank Investment: \$5,540.82; Interest rate: 0.10%  
NBT Bank Checking Account: \$30,329.61; interest rate 0.02%  
NBT Bank Money Market: \$16,546.52; interest rate 3%  
PLGIT General: \$196,780.64; monthly distribution yield: 5.18%  
PLGIT Liquid Fuels: \$56,520.32; monthly distribution yield: 5.18%

**Roadmaster:** Gary Williams said that since our last meeting, they have been out a few times with smaller storms. He was also contacted by Milford Borough to sell them a couple of tons of salt because they had no way to load it themselves. Gary authorized it and we sold them 2 tons of salt for \$124.50, which we need to bill them for. The lift frame on the 5500 Dodge plow broke, we have since replaced it. He started replacing the salt because we are on a contract that purchased 250 tons of salt by the end of June. Otherwise, we must pay for storage for it. We have received 4 loads so far, approximately 100 tons and they have two more loads coming this week.

**Public Participation:** Fred Weber asked if the legal language for section 407 in the Ordinance has been updated to hopefully be able to withstand legal challenges. Rachel said we are working on that right now. When you want to change an Ordinance, we must propose the specific language and that gets passed to the county for comments, then we have to advertise a public hearing and then hold the public hearing. She added that Solicitor Magnotta will be doing the language along with our planner.

**Secretary's Report:** Shahana presented the following correspondences she received: Natasha Ferousis, SealMaster, Pike County Conservation District, Certificate of Liability for Waste Management Holdings, Pike County Scenic Rural Character Preservation, Tax Collector, Brian Snyder, Townships Under 2,000 Population Committee, DCED, Pike County Commissioners, Pa. Dep't. of Labor and Industry, Pike County Tax Administrator, Cornelia and Florence Big Bridge Nature preserve Park. Jessica Yoder, Pike County Conservation District, Katherine Uhler from Pocono Wildlife Rehabilitation and Education Center, Mr. Mrozinski, PA Broadband Development Authority, UGI.

**New Business: d) Website Redesign Proposal** - Mr. Pete Socks joined via Zoom and Rachel introduced him saying he was a vendor at the PSATS conference and a Township Supervisor. She mentioned he has created websites for several other Townships as well. Rachel explained we have had feedback from the public that there is a level of frustration with our website design and ability to find things. This year we have money budgeted for it and she wanted everyone to be able to ask Mr. Socks any questions they may have. He provided a thorough explanation, including various pricing options and shared his screen so we could essentially walk through a very similar website and see how it would operate. Rachel made a motion to move forward with SockEm Web Solutions for the website design proposal, including the \$99 fee for the plug-in for database searching and including \$40 a month for site security. Further consideration to be given for hosting after staff coordinates with Mr. Socks on our GoDaddy account. Bob seconded. It passed unanimously.

**Old Business:**

- a. **Review of the Zoning Map:** Bob made a motion to table that until the next meeting. Gary seconded and it passed unanimously.
- b. **SALDO-County Comments–Schedule Hearing:** Rachel said we do not have the county comments yet. She made a motion to table until the next meeting, Gary seconded and it passed unanimously.
- c. **Consideration of the Appointment of Roman Buonanno to the Planning Commission to fill a vacancy:** Rachel welcomed Mr. Buonanno and asked why he was excited to serve on the Planning Commission. He explained that he grew up here and wanted to understand what happens behind the scenes here and put some young blood in here. Rachel made a motion to appoint Roman, Gary seconded it and it passed unanimously. Rachel explained this is a full term, which is six years. She also instructed the staff to send all the information on the schedule for meetings for the Planning Commission and any materials that may or may not get provided for orientation and passwords for the PSAT’s power pass so he can access some of the training materials that PSATS has.
- d. **Zoning Hearing Board Alternate Solicitor:** Tony was asked if he spoke with Bob Bernathy about it. Tony had not as of yet but will reach out to him. Rachel made a motion to table the Zoning Hearing Board Alternate Solicitor. Gary seconded it and it passed unanimously.

**New Business:**

- a. **Pike County Assessment – January 17, 2024 Appeal Hearing:** The assessment appeal resulted in no change in the assessment.
- b. **Ambulance Services & Usage:** Rachel asked Bob if we have any updates. Westfall is supposed to get back to him. Rachel filed a records request at the county for Westfall. Ambulance calls and who responded to them to get a flavor of why we are being called there as much as we are. It was very clear that Westfall is not covering on a reciprocal basis. It is Delaware and Dingman that are covering our calls when we don’t have paid staff in place. She will make sure that whatever she receives will be shared before the next meeting. Bob mentioned that he called over there at least three times. He only gets voicemail. He said he would try to take a ride over there. Rachel asked if we had Eric Passaro’s application and background check for EMC. Shahana said Eric Passaro

informed her that he filed the application. Rachel asked staff to mark 30 days on the calendar to see if we heard back.

- c. **Kirk Summa Request:** They requested blank documents be signed. Rachel explained they are being filled in by the entity that is receiving the audit request from the auditor. We are essentially giving the financial institution permission to give the information to the auditor. That is what the signature is for. Tony said in that case it would be fine to sign. Rachel made a motion to have a Township Secretary sign requests for Kirk, Summa, and Co. auditors, Bob seconded it, passed unanimously.

**Public Participation** – Wayne Witkowski of the Pike County Dispatch asked the Board to clarify some details of the website redesign, which was provided to him.

**Executive Session:** Rachel made a motion to pay the bills and then go into Executive Session to discuss two matters, one for enforcement and the other one personnel. Bob seconded, and it passed unanimously.

Rachel made a motion to reconvene the Supervisors meeting and authorize our attorney to send a letter requesting access to a property for the zoning officer per his correspondence; Bob seconded it and passed unanimously. She also made a motion to authorize our attorney and our planner to work on language modifications for section 407 as per our discussion and other sections for generic application requirements as defined in correspondence from Mr. Stinnett and a warehouse schedule of requirements based on both Pocono Townships' Warehouse schedule and Mr. Stinnett's correspondence and their other experience that they feel might be appropriate to include per the discussion that we had during the workshop and further to authorize Mr. Fuller to attend our next workshop meeting armed with information regarding logistics definitions in the ITE and pricing for our bridge maintenance engineering work required for bridge number 3. Bob seconded it and it passed unanimously. Gary made a motion to pay bills and adjourn, Rachel seconded and it passed unanimously. The meeting was adjourned at 8:41 pm.