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Board of Supervisor Workshop (Hybrid) Minutes
May 20, 2024 6:30 pm
(Zoom meeting ID was advertised in advance in the Pike County Dispatch)
560 Route 6 & 209

Joseph Koloski, Director of Grey Towers National Historic Site discussed with the Supervisors the Programmatic Agreement Participation invitation that was sent to the Township, providing additional information on what the agreement is and how the Township can provide input in its development. There was also discussion on the *Vendor Relations and Gifts Policy* that was on the agenda with input from the Solicitor and the public on gift limits identified in the policy.

Board of Supervisor (Hybrid) Minutes
May 20, 2024, 6:30 pm
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A scheduled meeting of Milford Township Supervisors was called to order at 7:00 P.M. by Chairman Gary M. Williams. Also present were Supervisors Rachel Hendricks (Vice Chairperson) and Robert Di Lorenzo, Solicitor Anthony Magnotta, Secretary/Treasurer Shahana Shamim, and Asst. Secretary/Treasurer Michele Long.

Ms. Hendricks made a motion to amend the agenda to include the Grey Towers National Historic Site Programmatic Agreement Participation invitation to New Business, Mr. Williams seconded; Motion passed.

Review of May 6, 2024 Minutes: Ms. Hendricks made a motion to accept the minutes as presented, Mr. Di Lorenzo seconded; Motion passed.

Treasurer's Report: Ms. Shamim reported the following bank balances; Wayne Bank Payroll: \$26,469.83; Wayne Bank Investment: \$245,378.29, Interest rate: 0.10%; NBT Bank Checking Account: \$38,158.08, Interest rate 0.02%; NBT Bank Money Market: \$15,664.45; interest rate 3%; PLGIT General: \$164,145.11; monthly distribution yield: 5.11%; PLGIT Liquid Fuels: \$116,761.55; monthly distribution yield: 5.11%. Also that after the last meeting we received: \$97.27 from Magisterial District Court, \$17,449.35 of Real Estate Tax, \$2,908.21 of ambulance tax, \$400 from sewage, \$3,797.50 from R.E. Transfer taxes.

Mr. Williams made a motion to transfer \$200,000 from the Wayne Invest account to the PLGIT general fund, Mr. Di Lorenzo seconded; Motion passed.

Roadmaster: Mr. Williams reported staff have been patching potholes, cutting brush along roadways and sweeping roads.

At 7:15 the following bids were opened and discussed. Solicitor Magnotta stated they were advertised in the Pike County Dispatch on May 2nd and May 9th.

- a. **Salt Bid:** One bid was submitted; Mr. Williams opened a bid from American Salt for 250 tons of treated salt at \$124.50/ton. Mr. Williams made a motion to accept the bid as presented from American Salt, Mr. Di Lorenzo seconded; motion passed.
- b. **Road Paving Bid:** Two bids were submitted for paving 2400'x18' feet on Schocopee Road; Mr. Williams opened both bids. The bid submitted by Leeward was \$88,560; the bid submitted by Wayco was \$86,515.20. Solicitor Magnotta reviewed the Wayco bid which included the following: A proposal and contract executed by Gary Podunajec, witnessed by Christina Polus, the bid is for \$86,515.20, it includes affidavit RE accepting provisions for the workers compensation act, anti- collusion affidavit, public works verification form, ECMS prequalification certificate, and a bid bond for 10% of bid price made payable to Milford Township.
Mr. Williams made a motion to accept the bid from Wayco for \$86,515.20 for the paving of Schocopee Road, Ms. Hendricks seconded; motion passed.

Zoning: Nothing to report

Public participation: Mr. Patrick McCarthy provided a written statement as a Milford resident and veteran requesting Veteran's recognition on more than just one a day year and requesting that the Supervisors decline the requests to issue a Pride Month Proclamation. Ms. Hendricks stated if a proclamation was presented for a Veteran's Appreciation Month, the Supervisors would consider the request. Pam Housekeeper, Beth Kuemerle, and Jen Lucciola all spoke in support of the LGBTQ proclamation on the agenda. Mr. Ed Gragert asked if the Supervisors had received the email correspondence from residents in support of the LGBTQ proclamation and how those correspondence were distributed to Supervisors. Ms. Hendricks clarified that all correspondence were distributed to the Supervisors prior to the meeting.

Secretary's report: Ms. Long reported on the following correspondence: Sixteen emails from residents in support of the LGBTQ Proclamation; Letter from Westfall Township Planning Commission informal review of Milford Comprehensive Plan; PSATS training announcement for May 23- The Role of a Planning Commission; Email from Pike County Planning regarding PA Broadband Development Authority' Broadband Ready Communities (BBRC) program and funding announcement; Letter from Grey Towers National Historic Site inviting Milford Township to participate in a Programmatic Agreement development process; Notification from the Pike County that Harvey McKean has been appointed to the Road Task Force; Email from PCCD and applicant on completeness of NPDES permit PAD520056; Email from Milford Fire Department on Organizational updates; Email and inspection report from PCCD on K&N Fill Site inspection – no violations; Email from PA Route 6 Alliance requesting nominations for "Do 6" Awards for 2024; Invitation from the Pike County Conservation District to a Municipal Lunch and Learn on June 21st; Email and inspection report from PCCD on Milford Highlands Lot 30 site (NPDES permit # PAD520046) regarding stabilization; Letter with comments from the Milford Borough Planning Commission regarding their review of Milford Comprehensive Plan; Letter with comments from the Milford Water Authority regarding their review of Milford Comprehensive Plan; Invitation from the Pike County Commissioners to the Grand Opening Ceremony of the new Pike County Veterans Affairs Office on Saturday, June 1, 2024, from 11:00 am to 2:00 pm at the new facility located at the Shohola Business Center, 837 Route 6, Unit 3, Shohola, PA

Old Business:

- a. **Zoning Hearing Board Alternate Member:** Ms. Hendricks a made a motion to table this item until the next meeting; Mr. Williams seconded; Motion passed.
- a. **Sewage Act 537 Plan** – Mr. Di Lorenzo reported that at the meeting on 5/7/24 held at the Pike County Commissioners office the four municipalities agreed to share the cost for a soil scientist to do soil testing of



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30 business properties on Route 6 & 209 for a potential sewer line. The testing would be conducted in the next few days with Mr. Di Lorenzo assisting at no additional cost. It was also reported a TAR (Task Activity Report) has not been accepted. There was also discussion on the current plan that was reviewed by DEP with a number of items not yet identified including capacity and future costs to implement the plan. Also discussed were how these costs will be distributed in the future, which would be disproportionate based on potential users of the new system were it split evenly across the four municipalities.

- b. **2024 LGBTQ Pride Proclamation for Milford Township** – Ms. Hendricks made a motion to approve the proclamation. The Motion failed due to the lack of a second.
- c. **Milford Township Comprehensive Plan**- Supervisors received comments from Westfall Township, Milford Borough and the Milford Water Authority which were forwarded to the Township Planning Commission members and the Planner for review.
- d. **American Rescue Plan Funding** – Ms. Hendricks made a motion to table this item until the next meeting as the Engineer was not available, Mr. Di Lorenzo seconded. Supervisors discussed the use of ARPA funds for road equipment needs. Mr. Williams will bring prices to the next meeting for consideration. Motion passed.

New business

- a. **National EMS Week – May 19th to 25th** – Supervisors acknowledged National EMS week by posting a notice on the sign in front of the building as well as recognizing the work and dedication of EMS workers in our area.
- b. **Schocopee Bridge Project** – Mr. Williams made a motion to table this item until the next meeting, Ms. Hendricks seconded; Motion passed.
- c. **Ambulance Q4 Reporting** – This item will be discussed as part of the American Rescue Plan funding at the June 3rd meeting.
- d. **Vendor Relations and Gifts Policy** – Ms. Hendricks made a motion to approve the Vendor Relations and Gifts Policy as presented, Mr. Williams seconded; Motion passed.

Executive Session: Ms. Hendricks stated there was an Executive Session held at the conclusion of the workshop meeting to discuss a matter of litigation.

Other Public Participation; Bill Pitman asked about the status of the parking lot paving. Ms. Hendricks stated we currently have a grant submitted and should hear back in July.

Mr. Williams made a motion to adjourn the meeting at 7:59pm and pay bills, Ms. Hendricks seconded; Motion carried.

Paid Bills: Kelly Bellwoar, LLP- \$196.00; Eastern Waste & Recycling- \$39.75; Elan Financial Services- \$1190.61; Farley & Weed- \$1575; Gatehouse media PA Holdings- \$26.45; One Stop Computers- \$750; Pike County Dispatch- \$922; Pike County Light and Power Co- \$1609.46; PIRMA - \$17,754; Ray's Truck & Auto Repair- \$1048.02.

Milford Township Supervisors
Gary Williams, Rachel Hendricks & Bob Di Lorenzo