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Board of Supervisor Workshop (Hybrid) Minutes
June 3, 2024 6:30 pm
(Zoom meeting ID was advertised in advance in the Pike County Dispatch)
560 Route 6 & 209

Township Engineer John D. Fuller reviewed the formal inspection report and site plan for Schocopee Bridge #3. There was discussion on repairs, potential costs, and a timeline to move forward with the repairs utilizing ARPA funding. Mr. Fuller indicated he would put together a bid package for future consideration. Mr. Fuller will also put together a proposal for a handicap accessible entrance to the building and installation of another exit for the meeting room.

Board of Supervisor (Hybrid) Minutes
June 3, 2024 6:30 pm
(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 Chairman Gary M. Williams. Also present were Supervisors Rachel Hendricks (Vice Chairperson) and Robert Di Lorenzo, Solicitor Tom Farley, Secretary/Treasurer Shahana Shamim, and Asst. Secretary/Treasurer Michele Long.

Review of May 20, 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: \$21,472.82; Wayne Bank Investment: \$53,053.47, Interest rate: 0.10%; Wayne Bank Ambulance: \$1,276.50; NBT Bank Checking Account: \$15,257.25, Interest rate 0.02%; NBT Bank Money Market: \$15,704.36; interest rate 3%; PLGIT General: \$365,135.90; monthly distribution yield: 5.12%; PLGIT Liquid Fuels: \$117,267.36; monthly distribution yield: 5.12%. Also that after the last meeting we received: \$2,000 from sewage, \$2.25 from a RTK, \$7,659 of Real estate tax, \$1,276.50 of ambulance tax which was deposited in the ambulance account, and \$396.89 from State Police fines.

Roadmaster: Mr. Williams reported the road crew filled numerous potholes at a number of sites and have been doing the necessary prep work needed prior to Schocopee Road being paved.

Zoning Report: Accessory Structure- 121 Moon Valley Road; Change of Use- 115 Steele Lane; Deck – Mr. & Mrs. Friend; Yard Sales – 110 Schocopee Ct.

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

Public participation: Mr. Fred Weber questioned if the number of trucks on the property identified as 247 Route 6 were allowed as part of the properties conditional use. Mr. Williams stated those trucks pay the landowner to park there and Ms. Hendricks added that the Zoning officer has inspected the site and there are currently no violations on the property.

Secretary's report: Ms. Long reported on the following correspondence: 2 Assessment Reports from the Pike County Assessment office; Email from Tim Knapp, Pike County Public Safety Director requesting the township to reach out to Congressman Cartwright regarding OSHA re-writes of NFPA standards and a listing of the 22 standards;; NPDES permit from DEP for James Schumm for Milford Highlands Lot 55; Chapter 102 Inspection report from the Pike County Conservation District for SR 209 Over Sawkill Creek Bridge- no violations; Letter from Dr. Ed Gragert regarding the LGBTQ proclamation discussion; Draft NPDES permit from DEP for Mr. Frederick Chang for Milford Highlands Lot 62

Old Business:

- a. **Zoning Hearing Board Alternate Member:** Mr. Williams made a motion to table this item until the next meeting; Ms. Hendricks seconded; Motion passed.
- b. **Zoning Ordinance Update-** Ms. Long indicated the request from the Planning Commission was to ask Mr. Tom Shepstone for a draft of updated definitions of *Vehicle and Equipment Sales Operation* and *Vehicle or Equipment Repair Operation* to capture sales and rentals of additional items. Mr. Williams made a motion to table this agenda item until the next meeting; Mr. DiLorenzo seconded; Motion passed.
- c. **Sewage Act 537 Plan** – Mr. DiLorenzo indicated the next meeting with the County, the Engineer and other municipalities for the 537 Plan will be June 4, 2024. He also shared that the property septic analyses along 6 & 209 was completed and forwarded to the other 537 plan participants. Mr. Kevin Stroyan discussed that the question of pipe capacity as designed has yet to be answered as well as how the future costs of the plan and implementation will be distributed between 537 plan participants, with the Supervisors indicating their agreement that Milford Township paying one quarter of the cost to be merely a pass through was neither equitable nor fair in their estimation.
- d. **Conditional Use Hearing – 139 Route 6, Milford Equipment Rentals**– Mr. Williams made a motion to recess the Supervisors meeting and convene the Conditional Use Hearing of 139 US Route 6; Ms. Hendricks seconded; Motion carried.

The applicant, Scott Keener, his Engineer, John D. Fuller, Donald Quick and Cindy Wood provided testimony or commentary on the record. The following documents were submitted into record for the hearing; Exhibit 1-Letter from the Milford Water Authority; Exhibit 2- Letter from the Pike County Conservation District; Exhibit 3- A copy of the public notice of advertisement of the meeting; Exhibit 4 – Email from the Milford Township Zoning Officer Shawn Bolles. Exhibit 5- Certified return receipts confirming neighboring property owners within 200' of the project were notified of the hearing.

For a copy of the transcript of the Hearing, contact Court Reporter: Leah White Phone: 424-312-8757
Address: 1 Oban Lane, Port Jervis, NY 12771

Ms. Hendricks made a motion to recess the Public Hearing and reconvene the Supervisors meeting; Mr. Williams seconded; Motion carried.

Ms. Hendricks made a motion to approve the plan for 139 Route 6 Milford Equipment Rentals including all conditions as stated on the hearing record by the Mr. Farley; Mr. Williams seconded; Motion passed.

- e. **Milford Township Comprehensive Plan-** Mr. Williams made a motion to continue this item until the next meeting as we have not received an updated version and response document from the planner to public comments; Ms. Hendricks seconded; Motion passed.



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- f. **County Comprehensive Plan** – Mr. Williams made a motion to continue this item until the next meeting as we have not received a response to the comments submitted; Mr. DiLorenzo seconded. Motion passed. Ms. Hendricks made a motion to submit an additional comment to the County to request that the County participate in a spongy moth suppression program moving forward due to the invasive species destructive nature and how it impacts the forested areas in Pike County. Mr. Di Lorenzo seconded; Motion passed.
- g. **American Rescue Plan Funding** – Ms. Hendricks made a motion to table this item until the next meeting; Mr. Williams seconded; Motion passed.
- h. **Grey Towers National Historic Site Programmatic Agreement Participation-** Ms. Hendricks made a motion to participate in the *Programmatic Agreement among the Department of Agriculture Forest Service, The Advisory Council on Historic Preservation, and the Pennsylvania State Historic Preservation Office for the Operation, Tribal Nations, and Grey Towers National Historic Site*; Mr. Williams seconded; Motion passed.

New business

- a. **Computer upgrades/email upgrades-** Ms. Long presented items for discussion in relation to computer upgrade needs and options for acquiring emails. Mr. DiLorenzo made a motion to approve Ms. Long to get a computer with upgrades needed; Ms. Hendricks seconded. Mr. DiLorenzo amended the motion to include getting pricing from One Stop Computers and SockEmWebSolutions for a system with uniform emails for Township Staff and Supervisors ; Ms. Hendricks seconded; Motion carried.
- b. **Schocopee Bridge Project** – Mr. Williams made a motion to table this item until the next meeting and thanked Mr. Fuller for putting together the information for discussion at the workshop; Ms. Hendricks seconded; Motion passed.
- c. **FEMA July 1st meeting – Pike County Training Center** – Mr. DiLorenzo stated he had looked at a few properties which were taken out of the flood zone as the costs for flood insurance is high and residents need to be aware, especially if it is not needed. Supervisors reviewed the invitation to the meeting which was forwarded to the Township Emergency Management Director Eric Passaro.
- d. **Staff time and Night meetings** – Mr. DiLorenzo made a motion to provide two hours paid time to staff who arrive to a regularly scheduled shift that is then cancelled; Mr. Williams seconded; Motion passed. Staff is directed to make every effort to identify if there will be a lack of a quorum in advance to avoid this when possible.
- e. **June 13th meeting** –Ms. Hendricks made a motion to cancel the June 13th workshop meeting and invite the Milford Water Authority to attend the regularly scheduled Planning Commission meeting on June 25th and then advertise the meeting to the public; Mr. DiLorenzo seconded; Motion passed.

Other Public Participation: Mr. Fred Weber stated that at the Milford Borough meeting an agenda item included *Act 537 \$42,800* which Borough Council reported would be divided by 4 entities involved, with the Borough's portion to be in the form of a loan to Milford Water Authority. Were the Supervisors aware of this to which they all stated they were not.

Executive Session: No Executive Session was held.

Mr. Williams made a motion to adjourn the meeting at 8:33pm and pay bills, Ms. Hendricks seconded; Motion carried.

Paid Bills: Anthony Magnotta- \$2,812.50; Blue Ridge Cable- \$185.66; Industrial Hose & Supply, Inc- \$189.14; Kirk, Summa & Co.-\$5,000; Leah White - \$250; One Stop - \$750; Napa - \$89.42; Pike County Dispatch- \$1,006; SockEm Web Solutions, LLC- \$100; UGI - \$163.99 (*received notification we will be getting a 6% increase in costs*); Wex Bank - \$553.40.