



P.O. Box 366
Milford, PA 18337
Tel. (570) 296-5540
FAX (570) 409-8348
Email: Milfrdtp@ptd.net
Website: www.milfordtownshippike.com

Agenda

Milford Township Supervisors' Hybrid Workshop (Hybrid) and Meeting (Hybrid)

July 15, 2024, 7:00 P.M. Location: 560 Route 6 & 209, Milford, PA 18337

Workshop (At 6:30 P.M.):

Call to order and Pledge of Allegiance

1. Minutes of June 17, 2024 meeting reviewed for possible additions or corrections before approval by the Board.
2. Treasurer's Report
3. Roadmaster
 - a. Bridge #3 repairs on Schocopee Road- Open Bids
4. Zoning
5. Public Participation
6. Secretary's Report

Old Business:

- a. Zoning Hearing Board Alternate Member
- b. Milford Township Comprehensive Plan
 - a. Change Order
- c. American Rescue Plan Funding
 - a. Milford Township Comprehensive Plan Change Order
- d. Pike County Comprehensive Plan
- e. Sewage Act 537 Plan
 - a. HRG proposal
 - b. DEP Door To Door Survey

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

New Business:

- a. Pike County Spongy Moth Task Force
- b. Milford Equipment Rentals 139 Route 6- Land Development Plan
- c. Milford Water Authority Fire Hydrants
- d. One Stop Computers Agreement renewal – current agreement ends August 7th
- e. Milford Garden Club – Secret Garden Tour July 13th
- f. FEMA & PEMA Draft Flood Hazard Information – Public Comment period open

Other public participation:

Executive Session to discuss potential litigation

Consideration of withdrawing from Regional Act 537 initiative

Pay Bills and Adjourn

Milford Township Profit and Loss Vs. Actual January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
Income				
321.00 License				
321.901 Political Signs	0.00	100.00	-100.00	0.0%
321.80 · TV cable Franchise	10,774.14	11,500.00	-725.86	93.69%
Total 321.00 License	10,774.14	11,600.00	-825.86	92.88%
322.82 Street Encroachments	125.00	200.00	-75.00	62.5%
379.00 Reimbursements	146.78			
301. · Real Estate Tax Income				
301.100 · Taxes-Real Property Taxes	322,974.03	356,000.00	-33,025.97	90.72%
301.400 · Taxes-RE Taxes-Delinquent Tax	3,579.86	7,250.00	-3,670.14	49.38%
301.600 · Tax-RE Prop-Interim	0.00	250.00	-250.00	0.0%
301.8 · Ambulance Tax	53,841.70	57,000.00	-3,158.30	94.46%
Total 301. · Real Estate Tax Income	380,395.59	420,500.00	-40,104.41	90.46%
310. · Real Estate Transfer Tax				
310.100 · RE Transfer Tax	23,058.04	68,000.00	-44,941.96	33.91%
Total 310. · Real Estate Transfer Tax	23,058.04	68,000.00	-44,941.96	33.91%
331. · Fines & Forfeits	1,184.24	800.00	384.24	148.03%
341.00 · Interest Earnings	6,848.94	3,000.00	3,848.94	228.3%
342.000 · Rent & Royalties	675.00	800.00	-125.00	84.38%
355. · Grants				
355.010 · Public Utilities	71.82			
355.12 · SRCP	1,562.50	1,562.50	0.00	100.0%
355.130 · Foreign Fire Insurance	0.00	12,845.85	-12,845.85	0.0%
355.5 · County Grants (EMS)	30,000.00	60,000.00	-30,000.00	50.0%
Total 355. · Grants	31,634.32	74,408.35	-42,774.03	42.51%
356.000 · In Lieu of Taxes	0.00	5,187.28	-5,187.28	0.0%
361.330 · Zoning & Subdivision	350.00	130.00	220.00	269.23%
361.340 · Hearings	4,046.03	3,000.00	1,046.03	134.87%
361.54 · Building Code	229.11	250.00	-20.89	91.64%
362.000 · Zoning/Other Permits				
322.82 Street Encroachments	25.00			
362.460 · Zoning Permit	3,072.32	7,000.00	-3,927.68	43.89%
362.461 · Well Permits	100.00	100.00	0.00	100.0%
Total 362.000 · Zoning/Other Permits	3,197.32	7,100.00	-3,902.68	45.03%
362.410 · Inspection Fees/Building Permit	5,570.17	1,000.00	4,570.17	557.02%
362.440 · SEO Permits	3,520.00	4,000.00	-480.00	88.0%
363.510 · State Contract	0.00	6,200.00	-6,200.00	0.0%
364.00 · State Fees/Building Permit	221.24	250.00	-28.76	88.5%
389.000 · Miscellaneous Revenue	7,400.00			
392. · Interfund Operating Transfers				
392.341 · State Fuel Interest	2,708.86	2,000.00	708.86	135.44%
392.35 · State Fuel	59,022.03	57,000.00	2,022.03	103.55%
Total 392. · Interfund Operating Transfers	61,730.89	59,000.00	2,730.89	104.63%
392.000 · State Aid/Pension	0.00	5,234.45	-5,234.45	0.0%

Milford Township

Profit and Loss Vs. Actual

January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
Total Income	541,106.81	670,660.08	-129,553.27	80.68%
Expense				
400 · General Government				
400.113 · Elected Officials Salary	2,812.50	5,625.00	-2,812.50	50.0%
400.115 · Auditors	5,000.00	4,500.00	500.00	111.11%
400.352 · E+O Insurance	3,492.00	3,350.00	142.00	104.24%
400.420 · Dues & Subs	1,262.00	1,550.00	-288.00	81.42%
400.460 · Meetings & Conventions	0.00	250.00	-250.00	0.0%
Total 400 · General Government	12,566.50	15,275.00	-2,708.50	82.27%
403. · Tax Collection				
403.20 Supplies	0.00	115.00	-115.00	0.0%
403.33 Transportation	0.00	7.50	-7.50	0.0%
403.114 · Tax Collector Commissions	18,908.62	20,662.50	-1,753.88	91.51%
403.350 · Bond	0.00	175.00	-175.00	0.0%
Total 403. · Tax Collection	18,908.62	20,960.00	-2,051.38	90.21%
404. · Law				
404.310 · Solicitor	35,777.00	50,000.00	-14,223.00	71.55%
404.341 · Legal Advertising	3,862.93	3,000.00	862.93	128.76%
Total 404. · Law	39,639.93	53,000.00	-13,360.07	74.79%
405. · Clerk/Secretary				
405.10 · Accountant	419.84	900.00	-480.16	46.65%
405.120 · Secretary Salary	17,633.35	43,000.00	-25,366.65	41.01%
405.200 · Secretary Supplies	1,359.94	2,000.00	-640.06	68.0%
405.210 · Tech/Software/ITSupport/Website				
405.211 · Website	2,805.32	3,500.00	-694.68	80.15%
405.213 · Tech/Software/IT Support	5,146.09	8,450.00	-3,303.91	60.9%
Total 405.210 · Tech/Software/ITSupport/Website	7,951.41	11,950.00	-3,998.59	66.54%
405.322 · Telephone	1,112.23	2,250.00	-1,137.77	49.43%
405.325 · Postage	742.91	900.00	-157.09	82.55%
405.353 · Bonding	0.00	900.00	-900.00	0.0%
Total 405. · Clerk/Secretary	29,219.68	61,900.00	-32,680.32	47.21%
405.26 · Secretary equipment	535.25	1,500.00	-964.75	35.68%
408 · Engineer				
408.313 · Engineer	2,250.00	6,000.00	-3,750.00	37.5%
Total 408 · Engineer	2,250.00	6,000.00	-3,750.00	37.5%
409. · Govt Building				
409.363 Water	143.78	275.00	-131.22	52.28%
409.000 · Insurance	3,423.00	3,300.00	123.00	103.73%
409.100 · Personnel Services	238.19	800.00	-561.81	29.77%
409.200 · Supplies	238.24	375.00	-136.76	63.53%
409.361 · Electric	1,910.84	3,500.00	-1,589.16	54.6%
409.362 · Gas	2,548.27	4,000.00	-1,451.73	63.71%
409.370 · Repairs & Maintenance	1,166.58	1,500.00	-333.42	77.77%
Total 409. · Govt Building	9,668.90	13,750.00	-4,081.10	70.32%

Milford Township
Profit and Loss Vs. Actual
January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
411. · Fire				
411.345 · Workers Comp Insurance	0.00	5,000.00	-5,000.00	0.0%
411.92 · Fire Fund	0.00	17,000.00	-17,000.00	0.0%
Total 411. · Fire	0.00	22,000.00	-22,000.00	0.0%
412 · Donations				
412.91 · Tax Revenue Towards Ambulance	60,000.00	117,000.00	-57,000.00	51.28%
412.92 · Ambulance	0.00	7,500.00	-7,500.00	0.0%
Total 412 · Donations	60,000.00	124,500.00	-64,500.00	48.19%
414 · Planning & Zoning				
414.122 · Zoning Inspector Salary	2,835.40	8,000.00	-5,164.60	35.44%
414.215 · Inspector Supplies	34.90	1,950.00	-1,915.10	1.79%
414.313 · Planning Consultant	3,761.40	5,000.00	-1,238.60	75.23%
414.314 · Comprehensive Plan	500.00			
414.316 · Hearing Expense	2,993.25	2,500.00	493.25	119.73%
Total 414 · Planning & Zoning	10,124.95	17,450.00	-7,325.05	58.02%
415. · Emergency Management	0.00	500.00	-500.00	0.0%
427. · Solid waste Collection/Disposal	318.00	550.00	-232.00	57.82%
429. · Wastwater Collection/Treatment				
429.121 · SEO Salary	2,752.50	4,500.00	-1,747.50	61.17%
Total 429. · Wastwater Collection/Treatment	2,752.50	4,500.00	-1,747.50	61.17%
430. · Public Works/Highways				
430.100 · Highway Labor	48,954.32	102,000.00	-53,045.68	47.99%
430.200 · Highway Supplies	5,748.74	9,000.00	-3,251.26	63.88%
430.231 · Fuel	6,021.11	11,000.00	-4,978.89	54.74%
430.260 · Highway Small Tools	0.00	100.00	-100.00	0.0%
430.350 · Auto & Liability Insurance	10,839.00	11,700.00	-861.00	92.64%
Total 430. · Public Works/Highways	71,563.17	133,800.00	-62,236.83	53.49%
432. · Hwy. Maintenance/Snow & Ice				
432.10 · Snow & Ice Labor	4,332.36	10,000.00	-5,667.64	43.32%
432.11 · Overtime snow labor	0.00	700.00	-700.00	0.0%
432.246 · Snow & Ice Materials	32,719.86	45,000.00	-12,280.14	72.71%
Total 432. · Hwy. Maintenance/Snow & Ice	37,052.22	55,700.00	-18,647.78	66.52%
433. · Hwy. Maintenance/ Signs				
433.000 · Traffic Signs	0.00	750.00	-750.00	0.0%
Total 433. · Hwy. Maintenance/ Signs	0.00	750.00	-750.00	0.0%
434. · Hwy. Maintenance/ Street Lights				
434.000 · Street Lights	8,099.55	16,000.00	-7,900.45	50.62%
Total 434. · Hwy. Maintenance/ Street Lights	8,099.55	16,000.00	-7,900.45	50.62%
437.000 · Repairs of Machinery/Tools	5,820.50	17,000.00	-11,179.50	34.24%
438. · Hwy. Maintenance	621.67	3,500.00	-2,878.33	17.76%
439. · Hwy Construction	0.00	59,000.00	-59,000.00	0.0%
481 · Employer Payroll Taxes				
481.10 · SS/Med Twp Expense	7,514.50	13,600.00	-6,085.50	55.25%
481.30 · PSATS UC Trust Fund	2,510.63	3,300.00	-789.37	76.08%

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 Cash Basis

Milford Township
Profit and Loss Vs. Actual
 January through June 2024

	Jan - Jun 24	Budget	\$ Over Budget	% of Budget
Total 481 · Employer Payroll Taxes	10,025.13	16,900.00	-6,874.87	59.32%
483.00 · PA Municipal Retirement-Twp contr	0.00	5,418.00	-5,418.00	0.0%
484.00 · Workers comp Ins	7,136.00	7,400.00	-264.00	96.43%
492 · Interfund Transfers				
492.570 · Other Transfers	0.00	12,845.85	-12,845.85	0.0%
Total 492 · Interfund Transfers	0.00	12,845.85	-12,845.85	0.0%
Total Expense	326,302.57	670,198.85	-343,896.28	48.69%

Milford Township
Profit & Loss Detail
June 2024

Income	Type	Date	Num	Name	Memo	Class	Split	Amount
310. Real Estate Transfer Tax								
310.100. RE Transfer Tax								
Total 310.100. RE Transfer Tax	Deposit	06/13/2024		May 2024			100.100. NBT Bank 762592210	3,988.60
								3,988.60
331. Fines & Forfeits								
Total 331. Fines & Forfeits	Deposit	06/04/2024		State Police Fines 2024-05-02			100.300. PLGIT General checking 1490020	386.89
	Deposit	06/13/2024		May 2024			100.100. NBT Bank 762592210	300.00
								686.89
341.00. Interest Earnings								
Total 341.00. Interest Earnings	Deposit	06/03/2024		Interest			100.300. PLGIT General checking 1490020	990.79
	Deposit	06/28/2024		Interest			100.300. PLGIT General checking 1490020	1,312.33
	Deposit	06/28/2024		Interest			100.100. NBT Bank 762592210	0.16
	Deposit	06/30/2024		Interest			NBT Bank Money Market	38.72
	Deposit	06/30/2024		Interest			107.400. Wayne Investment 5020591	4.05
								2,346.05
355. Grants								
Total 341.00. Interest Earnings								
355. Grants								
355.5. County Grants (EMS)								
Total 355.5. County Grants (EMS)	Deposit	06/21/2024		4th Qtr 2023 remaining balance			100.400. Wayne Bank Ambulance	1,205.80
								1,205.80
361.330. Zoning & Subdivision								
Total 361.330. Zoning & Subdivision	Deposit	06/28/2024		139 Rt. 6 Land Development			100.100. NBT Bank 762592210	100.00
	Deposit	06/28/2024		139 Rt. 6 Land Development			100.100. NBT Bank 762592210	250.00
								350.00
361.340. Hearings								
Total 361.340. Hearings	Deposit	06/07/2024		Scott Keener Reimburse for Cond. Use Hearing			100.100. NBT Bank 762592210	96.03
	Deposit	06/13/2024		Escrow Check - Milford Realty Co.			100.100. NBT Bank 762592210	500.00
								596.03
361.54. Building Code								
Total 361.54. Building Code	Deposit	06/28/2024		May 2024			100.100. NBT Bank 762592210	97.30
								97.30
362.000. Zoning/Other Permits								
Total 362.000. Zoning/Other Permits								
362.460. Zoning Permit								
Total 362.460. Zoning Permit	Deposit	06/07/2024		Batch's Deck			100.100. NBT Bank 762592210	100.00
	Deposit	06/21/2024		110 Schocopee Yard Sale			100.100. NBT Bank 762592210	10.00
	Deposit	06/21/2024		Permit #Z24-017			100.100. NBT Bank 762592210	360.00
	Deposit	06/28/2024		Permit # Z24-019			100.100. NBT Bank 762592210	100.00
								570.00
362.440. SEO Permits								
Total 362.440. SEO Permits	Deposit	06/07/2024		Septic Permit Renewal Lot 56 Summit Court			100.100. NBT Bank 762592210	400.00
								400.00
Total 362.440. SEO Permits								400.00

Milford Township
Profit & Loss Detail
June 2024

Type	Date	Num	Name	Memo	Class	Split	Amount
392. Interfund Operating Transfers							
392.341. State Fuel Interest							
Deposit	06/03/2024			Interest		35 100 - PLGIT State Fuel 1490033	505.81
Deposit	06/29/2024			Interest		35 100 - PLGIT State Fuel 1490033	491.14
Total 392.341 - State Fuel Interest							996.95
Total 392 - Interfund Operating Transfers							996.95
Total Income							996.95
Expense							11,247.82
400. General Government							
400.113. Elected Officials Salary							
Paycheck	06/03/2024	7505	Rachel A Hendricks		elected official	100 200 - Wayne Bank Payroll 5009305	156.25
Paycheck	06/03/2024	7506	Robert L Di Lorenzo		elected official	100 200 - Wayne Bank Payroll 5009305	156.25
Paycheck	06/03/2024	7509	Gary Williams (Supervisor)		elected official	100 200 - Wayne Bank Payroll 5009305	156.25
Total 400.113 - Elected Officials Salary							468.75
400.115. Auditors							
Bill	06/03/2024		Kirk Summa & Co	2023 Records Audit		200 20 - Accounts payable	5,000.00
Total 400.115 - Auditors							5,000.00
403. Tax Collection							
403.114. Tax Collector Commissions							
Paycheck	06/03/2024	7503	Lorelei K Davis		elected official	100 200 - Wayne Bank Payroll 5009305	446.78
Total 403.114 - Tax Collector Commissions							446.78
404. Law							
404.310. Solicitor							
Bill	06/03/2024		Anthony Magnolia	May 2024 Legal Service;		200 20 - Accounts payable	2,812.50
Total 404.310 - Solicitor							2,812.50
404.341. Legal Advertising							
Bill	06/03/2024		Pike County Dispatch	Conditional Use Hearing		200 20 - Accounts payable	221.00
Bill	06/03/2024		Pike County Dispatch	2023 Audit display		200 20 - Accounts payable	785.00
Total 404.341 - Legal Advertising							1,006.00
Total 404 - Law							3,818.50
405. Clerk/Secretary							
405.120. Secretary Salary							
Paycheck	06/03/2024	7511	Michele M Long		Assistant secretary	100 200 - Wayne Bank Payroll 5009305	834.36
Paycheck	06/03/2024	7514	Shahana Shamim		secretary	100 200 - Wayne Bank Payroll 5009305	660.33
Paycheck	06/17/2024	7517	Shahana Shamim		secretary	100 200 - Wayne Bank Payroll 5009305	644.33
Paycheck	06/17/2024	7520	Michele M Long		Assistant secretary	100 200 - Wayne Bank Payroll 5009305	892.81
Total 405.120 - Secretary Salary							3,021.83
405.200. Secretary Salaries							
Check	06/06/2024		Deluxe	Online payment for checks		100 400 - Wayne Bank Ambulance	356.64
Bill	06/17/2024		Deluxe	Wayne Payroll Check Order		200 20 - Accounts payable	379.34
Bill	06/17/2024		Elan Financial Services	papers, wire-out,		200 20 - Accounts payable	68.21
Bill	06/17/2024		Elan Financial Services	Zoom monthly fee		200 20 - Accounts payable	16.95

Milford Township
Profit & Loss Detail
June 2024

Type	Date	Num	Name	Memo	Class	Split	Amount
Total 405.200			Secretary Supplies				821.14
405.210 - Tech/Software/IT Support/Website							
405.213 - Tech/Software/IT Support							
Bill	06/03/2024		SocketM Web Solutions LLC	Monthly website maintenance	200.20	Accounts payable	100.00
Bill	06/17/2024		Elan Financial Services	Quickbook	200.20	Accounts payable	851.32
Bill	06/25/2024		One Stop Computers	Dell Precision slim Tower	200.20	Accounts payable	699.99
Total 405.213 - Tech/Software/IT Support							1,651.31
Total 405.210 - Tech/Software/IT Support/Website							1,651.31
405.322 - Telephone							
Bill	06/03/2024		BRC	Account # 0269187-01	200.20	Accounts payable	185.66
Total 405.322 - Telephone							185.66
405.325 - Postage							
Bill	06/17/2024		Elan Financial Services	Scott Keener, roll of stamps, other	200.20	Accounts payable	200.38
Total 405.325 - Postage							200.38
Total 405 - Clerk/Secretary							5,980.32
405.26 - Secretary equipment							
Bill	06/17/2024		Topp Business Solutions	Invoice # INV439810.	200.20	Accounts payable	164.66
Total 405.26 - Secretary equipment							164.66
409 - Govt Building							
409.200 - Supplies							
Bill	06/17/2024		Elan Financial Services	Trash bag	200.20	Accounts payable	28.71
Total 409.200 - Supplies							28.71
409.361 - Electric							
Bill	06/17/2024		Pike County Light & Power Co	parking lot building	200.20	Accounts payable	45.52
Bill	06/17/2024		Pike County Light & Power Co		200.20	Accounts payable	140.79
Total 409.361 - Electric							186.31
409.362 - Gas							
Bill	06/03/2024		U G I	Acct # 411006671019.	200.20	Accounts payable	163.99
Total 409.362 - Gas							163.99
409.370 - Repairs & Maintenance							
Bill	06/17/2024		Elan Financial Services	Tractor Supply	200.20	Accounts payable	87.94
Total 409.370 - Repairs & Maintenance							87.94
409.600 - Landscaping							
Bill	06/07/2024		TRUGREEN	Invoice # 193259797.	200.20	Accounts payable	83.77
Bill	06/07/2024		TRUGREEN	Invoice # 193263157.	200.20	Accounts payable	83.77
Total 409.600 - Landscaping							167.54
Total 409 - Govt Building							634.49
412 - Donations							
412.91 - Tax Revenue Towards Ambulance							
Check	06/05/2024	5469	Milford Fire Dept Ambulance	2nd Qtr 2024 from Tax Revenue	100.400	Wayne Bank Ambulance	15,000.00
Check	06/21/2024	1002	Milford Fire Department Ambulance	2023 4th Qtr remaining balance	100.400	Wayne Bank Ambulance	1,205.80
Total 412.91 - Tax Revenue Towards Ambulance							16,205.80
Total 412 - Donations							16,205.80
414 - Planning & Zoning							
							16,205.80

Milford Township
 Profit & Loss Detail
 June 2024

Type	Date	Num	Name	Memo	Class	Split	Amount
414.122 - Zoning Inspector Salary							
Paycheck	06/03/2024	7513	Shawn T Bolles		inspector	100 200 Wayne Bank Payroll 5009305	117.34
Paycheck	06/03/2024	7513	Shawn T Bolles		inspector	100 200 Wayne Bank Payroll 5009305	250.00
Paycheck	06/17/2024	7521	Shawn T Bolles		inspector	100 200 Wayne Bank Payroll 5009305	48.52
Paycheck	06/17/2024	7521	Shawn T Bolles		inspector	100 200 Wayne Bank Payroll 5009305	230.00
Total 414.122 - Zoning Inspector Salary							645.86
414.215 - Inspector Supplies							
Bill	06/17/2024		Elan Financial Services	HP Ink		200 20 Accounts payable	5.29
Total 414.215 - Inspector Supplies							5.29
414.316 - Hearing Expense							
Bill	06/03/2024		Leah White	May 6, 2024 Conditional Use Hearing		200 20 Accounts payable	250.00
Total 414.316 - Hearing Expense							250.00
427 - Solid waste Collection/Disposal							
Bill	06/17/2024		Eastern Waste & Recycling	June service		200 20 Accounts payable	39.75
Total 427 - Solid waste Collection/Disposal							39.75
429 - Wastewater Collection/Treatment							
Paycheck	06/03/2024	7515	Robert L. Di Lorenzo		inspector	100 200 Wayne Bank Payroll 5009305	600.00
Paycheck	06/03/2024	7516	Michael D Kaub		inspector	100 200 Wayne Bank Payroll 5009305	1,200.00
Total 429.121 - SEO Salary							1,800.00
429.121 - SEO Salary							
Total 429.121 - SEO Salary							
430 - Public Works/Highways							
430.100 - Highway Labor							
Paycheck	06/03/2024	7507	Gary M. Williams (Roads)		labor	100 200 Wayne Bank Payroll 5009305	1,666.67
Paycheck	06/03/2024	7508	Harvey I McKean		labor	100 200 Wayne Bank Payroll 5009305	2,060.00
Paycheck	06/03/2024	7512	Logan G McKean		labor	100 200 Wayne Bank Payroll 5009305	1,023.52
Paycheck	06/17/2024	7518	Harvey I McKean		labor	100 200 Wayne Bank Payroll 5009305	2,060.00
Paycheck	06/17/2024	7519	Logan G McKean		labor	100 200 Wayne Bank Payroll 5009305	1,012.64
Total 430.100 - Highway Labor							7,822.83
430.231 - Fuel							
Bill	06/03/2024		WEX Bank	May 2024		200 20 Accounts payable	553.40
Total 430.231 - Fuel							553.40
Total 430 Public Works/Highways							
434 - Hwy. Maintenance/ Street Lights							
434.000 - Street Lights							
Bill	06/17/2024		Pike County Light & Power Co	Street light -		200 20 Accounts payable	1,322.68
Total 434.000 - Street Lights							1,322.68
Total 434 - Hwy. Maintenance/ Street Lights							
437.000 - Repairs of Machinery/Tools							
Bill	06/03/2024		Industrial Hose and Supply, Inc.	Invoice # 089675;		200 20 Accounts payable	189.14
Check	06/03/2024	11059	North East Parts Group	May 2024 Invoices;		100 100 NBT Bank 762592210	89.42
Bill	06/17/2024		Ray's Truck and Auto Repair	2004 Ford F350		200 20 Accounts payable	49.17
Bill	06/17/2024		Elan Financial Services	Amazon		200 20 Accounts payable	89.84

Milford Township
Profit & Loss Detail
June 2024

Total 437 000 - Repairs of Machinery/Tools
481 - Employer Payroll Taxes
481.10 - SS/Med Twp Expense

Type	Date	Num	Name	Memo	Class	Split	Amount
Paycheck	06/03/2024	7503	Lorelei K Davis		100 200	Wayne Bank Payroll 5009305	27 70
Paycheck	06/03/2024	7503	Lorelei K Davis		100 200	Wayne Bank Payroll 5009305	6 47
Paycheck	06/03/2024	7505	Rachel A Hendricks		100 200	Wayne Bank Payroll 5009305	9 69
Paycheck	06/03/2024	7505	Rachel A Hendricks		100 200	Wayne Bank Payroll 5009305	2 26
Paycheck	06/03/2024	7506	Robert L Di Lorenzo		100 200	Wayne Bank Payroll 5009305	9 69
Paycheck	06/03/2024	7506	Robert L Di Lorenzo		100 200	Wayne Bank Payroll 5009305	2 26
Paycheck	06/03/2024	7507	Gary M Williams (Roads)		100 200	Wayne Bank Payroll 5009305	103 33
Paycheck	06/03/2024	7507	Gary M Williams (Roads)		100 200	Wayne Bank Payroll 5009305	24 17
Paycheck	06/03/2024	7507	Gary M Williams (Roads)		100 200	Wayne Bank Payroll 5009305	127 72
Paycheck	06/03/2024	7508	Harvey I McKean		100 200	Wayne Bank Payroll 5009305	29 87
Paycheck	06/03/2024	7508	Harvey I McKean		100 200	Wayne Bank Payroll 5009305	9 69
Paycheck	06/03/2024	7509	Gary Williams (Supervisor)		100 200	Wayne Bank Payroll 5009305	2 26
Paycheck	06/03/2024	7510	Shahana Shamim		100 200	Wayne Bank Payroll 5009305	0 00
Paycheck	06/03/2024	7510	Shahana Shamim		100 200	Wayne Bank Payroll 5009305	0 00
Paycheck	06/03/2024	7511	Michelle M Long		100 200	Wayne Bank Payroll 5009305	51 73
Paycheck	06/03/2024	7511	Michelle M Long		100 200	Wayne Bank Payroll 5009305	12 10
Paycheck	06/03/2024	7512	Logan G McKean		100 200	Wayne Bank Payroll 5009305	63 46
Paycheck	06/03/2024	7512	Logan G McKean		100 200	Wayne Bank Payroll 5009305	14 65
Paycheck	06/03/2024	7513	Shawn T Bolles		100 200	Wayne Bank Payroll 5009305	22 78
Paycheck	06/03/2024	7513	Shawn T Bolles		100 200	Wayne Bank Payroll 5009305	5 32
Paycheck	06/03/2024	7514	Shahana Shamim		100 200	Wayne Bank Payroll 5009305	40 95
Paycheck	06/03/2024	7514	Shahana Shamim		100 200	Wayne Bank Payroll 5009305	9 68
Paycheck	06/03/2024	7515	Robert L Di Lorenzo		100 200	Wayne Bank Payroll 5009305	37 20
Paycheck	06/03/2024	7515	Robert L Di Lorenzo		100 200	Wayne Bank Payroll 5009305	8 70
Paycheck	06/03/2024	7516	Michael D Kaub		100 200	Wayne Bank Payroll 5009305	74 40
Paycheck	06/03/2024	7516	Michael D Kaub		100 200	Wayne Bank Payroll 5009305	17 40
Paycheck	06/03/2024	7516	Michael D Kaub		100 200	Wayne Bank Payroll 5009305	39 94
Paycheck	06/17/2024	7517	Shahana Shamim		100 200	Wayne Bank Payroll 5009305	9 34
Paycheck	06/17/2024	7517	Shahana Shamim		100 200	Wayne Bank Payroll 5009305	127 72
Paycheck	06/17/2024	7518	Harvey I McKean		100 200	Wayne Bank Payroll 5009305	29 87
Paycheck	06/17/2024	7518	Harvey I McKean		100 200	Wayne Bank Payroll 5009305	62 78
Paycheck	06/17/2024	7519	Logan G McKean		100 200	Wayne Bank Payroll 5009305	14 68
Paycheck	06/17/2024	7519	Logan G McKean		100 200	Wayne Bank Payroll 5009305	54 74
Paycheck	06/17/2024	7520	Michelle M Long		100 200	Wayne Bank Payroll 5009305	12 80
Paycheck	06/17/2024	7521	Shawn T Bolles		100 200	Wayne Bank Payroll 5009305	17 26
Paycheck	06/17/2024	7521	Shawn T Bolles		100 200	Wayne Bank Payroll 5009305	4 04
Total 481.10 - SS/Med Twp Expense							1,086.75
481.30 - PSATS UC Trust Fund							
Paycheck	06/03/2024	7503	Lorelei K Davis		100 200	Wayne Bank Payroll 5009305	0 00
Paycheck	06/03/2024	7506	Robert L Di Lorenzo		100 200	Wayne Bank Payroll 5009305	3 36
Paycheck	06/03/2024	7507	Gary M Williams (Roads)		100 200	Wayne Bank Payroll 5009305	35 83

Milford Township
Profit & Loss Detail
June 2024

Type	Date	Num	Name	Memo	Class	Split	Amount
Paycheck	06/03/2024	7508	Harvey I McKean		labor	100-200 - Wayne Bank Payroll 5009305	0.00
Paycheck	06/03/2024	7510	Shahana Shamim		secretary	100-200 - Wayne Bank Payroll 5009305	0.00
Paycheck	06/03/2024	7511	Michele M Long	VOID:	Assistant secretary	100-200 - Wayne Bank Payroll 5009305	17.94
Paycheck	06/03/2024	7512	Logan G McKean		labor	100-200 - Wayne Bank Payroll 5009305	0.00
Paycheck	06/03/2024	7513	Shawn T Bolles		inspector	100-200 - Wayne Bank Payroll 5009305	7.89
Paycheck	06/03/2024	7514	Shahana Shamim		secretary	100-200 - Wayne Bank Payroll 5009305	14.20
Paycheck	06/03/2024	7515	Robert L Di Lorenzo		inspector	100-200 - Wayne Bank Payroll 5009305	12.90
Paycheck	06/03/2024	7516	Michael D Kaub		inspector	100-200 - Wayne Bank Payroll 5009305	28.18
Paycheck	06/17/2024	7517	Shahana Shamim		secretary	100-200 - Wayne Bank Payroll 5009305	0.22
Paycheck	06/17/2024	7518	Harvey I McKean		labor	100-200 - Wayne Bank Payroll 5009305	0.00
Paycheck	06/17/2024	7519	Logan G McKean		labor	100-200 - Wayne Bank Payroll 5009305	0.00
Paycheck	06/17/2024	7520	Michele M Long		Assistant secretary	100-200 - Wayne Bank Payroll 5009305	18.98
Paycheck	06/17/2024	7521	Shawn T Bolles		inspector	100-200 - Wayne Bank Payroll 5009305	5.99
Total 481.30 - PSATS UC Trust Fund							145.49
Total 481 - Employer Payroll Taxes							1,232.24
Total Expense							46,708.92
Net Income							-35,461.30

PUBLIC NOTICE
Invitation to Bid
For Construction
Services

Milford Township, Pike County, PA is soliciting bids for the repair of a bridge within the Township. A prevailing Wage determination has been requested from the PA Department of Labor and Industry and Prevailing Wage Rates apply to this project. The determination is included in the bid package. The following Project Description is based on information currently available. Each Bidder should evaluate the work involved, prior to submission of a proposal. The project briefly described is:
Bridge #3 repairs on Schocopee Road, Milford Township, Pike County, PA
Bid packages including specifications, scope of services and bid documents, for the bridge repairs may be obtained at the Milford Township Building, 560 Route 6 & 209, Milford, PA 18337; 570-296-5540, during normal business hours,

9:00am to 1:00 pm weekdays. A NON-REFUNDABLE fee in the amount of fifty dollars (\$50.00) per individual bid package is required with checks made payable to Milford Township. Electronic files shall be available at no cost. Proposals will be received by Milford Township at the Township Municipal Building, 560 Route 6 & 209, Milford, PA 18337, until 1PM on July 15, 2024. Bids will be publicly opened at the regularly scheduled Township Supervisor's meeting, 560 Route 6 & 209, Milford, PA 18337 at 7:15 pm on Monday July 15, 2024. Bids may be held by Milford Township for a period not to exceed thirty (30) days from the date of Bid Opening for the purpose of reviewing the Bids and investigating the qualifications of the Bidder, prior to the award of the Contract. Milford Township will award the bid to the lowest responsible bidder, reserving the right to waive any

Sue Doty-Lloyd

being duly sworn, according to law, deposes and says that she is the Publisher of the "Pike County Dispatch," a weekly newspaper of general circulation established in the year 1826 and published at No. 105 West Catharine Street, in the Borough of Milford, County and State aforesaid; and that a printed notice, an exact copy of which is hereto annexed, was published in said newspaper two time(s), to wit, in its issues of

June 20
June 27

A.D. 2024 and the affidavit further states that she is not interested in the subject matter of this notice or advertisement and that all of the allegations of the statement as to time, place and character of publication are true.

Pike County Dispatch

Kelli Doro

Kelli Doro, Attorney-In-Fact;
Sue Doty-Lloyd, Principal

informality and accept or reject any and all Bids. A Performance bond in the amount of 100% of the contract amount shall be provided by the successful bidder within 20 days of the award. A bid bond for 10% of the base bid amount shall be provided with the bid.

Any request for information (RFI) must include specific identification of the Project by name. All inquires must be made in

writing; email inquiries are acceptable.
Project Schedule:
A. Sealed Bids due to Milford Township by 1:00pm on July 15, 2024
B. Contract awarded by Milford Township on July 15, 2024 at Supervisors Meeting.
C. Estimated project start date upon Notice to Proceed (NTP)
D. Substantial completion date of the project within 90 days of Notice To Proceed.

Sworn to and subscribed to before me this 27 day

of June A.D. 2024

Christina Battapaglia

Commission Expires 2/23/25

Commonwealth of Pennsylvania - Notary Seal
Christina Battapaglia, Notary Public
Pike County
My commission expires February 23, 2025
Commission number 1305771
Member, Pennsylvania Association of Notaries

Subject Milford Township Comprehensive Plan Change Order

From Jayson Wood <jaysonwood@woodlanddesign.com>

To Milford Township <milfrdtp@ptd.net>

Cc Rachel Hendricks <ravfhendricks@gmail.com>, Robert DiLorenzo <dilo295@gmail.com>, Gary Williams <williamsgarym@outlook.com>, 'Tom Shepstone' <tom@shepstone.net>, Emily Wood <emilywood@woodlanddesign.com>

Date Monday July 8, 2024 11:37:18 AM

Hello All,

As discussed at the June 25, 2024 Planning Board Meeting, attached is Change Order #2 for your consideration.

Please note that Task #9, if it does not take multiple meetings and a great deal of revisions, will not be billed in its entirety.

Please do not hesitate to reach out with any questions.

Thank you,

Jayson M. Wood, RLA*, AICP, CPRP, LEED AP

Woodland Design Associates, Inc.

jaysonwood@woodlanddesign.com

www.woodlanddesign.com

office : (570) 616-0600 x 108

cell: (570) 229-0670

*Licensed in Pennsylvania, Rhode Island, New York, and California



**American Society of
Landscape Architects**



Attachments

MilfordTwpCompPlan Change Order 2_7.8.2024.pdf (488 kB)



Woodland Design Associates, Inc.

Landscape Architects □ Site Planners □ Wetlands Specialists

July 8, 2024

Board of Supervisors
Milford Township
Milford Township,
PO Box 366, Milford PA

RE: Change Order #2 for Milford Township Comprehensive Plan

Supervisors:

As you may know, Woodland Design and Shepstone Management Company have been working diligently with your Planning Board to develop an updated Comprehensive Plan which echoes community sentiment and prescribes actions that can be taken to fulfill needs and reach potentials over the next ten+ years.

Over the last four months we have received questions and comments from the Pike County Office of Planning, the Authority of the Borough of Milford, and others regarding the Comprehensive Plan draft. These comments have resulted in substantial revisions to the document. On June 25, 2024 we met with the Milford Township Planning Board to finalize some of the language and prepare these documents for submittal back to the County and adjacent municipalities. At that time the Planning Board stated that the Supervisors may entertain a change order to cover the costs to make some of these revisions and those that may be forthcoming, should additional comments be made by these government bodies, prior to the hearing.

The change order with scope requests as well as the AIA form with tasks and costs is attached for your consideration.

Please do not hesitate to reach out with any questions regarding the attached documents.

Please note that task #9, because it is in the future, will be billed at an hourly rate and not fully invoiced if no additional comments or minor comments are made after resubmittal. This change order is also written to match the contract as a not-to-exceed amount.

Thank you for the opportunity to work with you all,

Jayson M. Wood, RLA*, CPRP, LEED AP

Woodland Design Associates, Inc.

jaysonwood@woodlanddesign.com

www.woodlanddesign.com

office : (570) 616-0600 x 104

cell: (570) 229-0670

*Licensed in Pennsylvania, Rhode Island, and California



Woodland Design Associates, Inc.

Landscape Architects □ Site Planners □ Wetlands Specialists

CHANGE ORDER #2

Contract: Milford Township Comprehensive Plan
Contract Date: July 8, 2024
Client: Milford Township, Pike County, Pennsylvania
Consulting Firm: Woodland Design Associates, Inc.

Change Order #2 requires the following scope change:

Requested revisions to the Comprehensive Plan Draft and letters as discussed at Planning Board Meeting June 25, 2024.

Response letters and revisions to adjacent municipalities, should the comments be deemed constructive by the Planning Board.

Final document publishing.

Change Order Scope Tasks:

Add Task 8: Comprehensive Plan Draft revisions and response letters	
a. 16 hours x \$150 Landscape Architect	\$2,400.00
b. 2 hours x \$200 Principal	\$400.00
Add Task 9: Future Comprehensive Plan Draft revisions and response letters	
a. 40 hours x \$150 Landscape Architect	\$6,000.00
b. 8 hours x \$200 Principal	\$1,600.00
Add Task 10: Final Document Publishing	
a. 10 hard copies printed, published and bound.	\$500.00
b. 4 hours x \$70 Clerical	\$280.00

The contract amount will be adjusted by \$11,180.00 for a total of \$36,630.00.

Submitted by: Jayson M. Wood, RLA on July 8, 2024
Jayson M. Wood, RLA
Woodland Design Associates, Inc.

Approved by: _____ on _____
(Title)



Woodland Design Associates, Inc.

Landscape Architects □ Site Planners □ Wetlands Specialists

2023-2024 FEE SCHEDULE

PRINCIPAL	\$200.00 PER HOUR
LANDSCAPE ARCHITECT	\$150.00 PER HOUR
BIOLOGIST	\$110.00 PER HOUR
WETLAND SCIENTIST	\$110.00 PER HOUR
STORMWATER SPECIALIST	\$110.00 PER HOUR
SOIL SCIENTIST	\$110.00 PER HOUR
LAND PLANNER/DESIGNER	\$110.00 PER HOUR
GPS TECHNICAN/ SITE SURVEY	\$90.00 PER HOUR
ENVIRONMENTAL TECHNICAN	\$85.00 PER HOUR
DRAFTSMAN/CAD OPERATOR	\$85.00 PER HOUR
CLERICAL	\$70.00 PER HOUR
REPRODUCTION:	
COPIES	\$.35 PER SHEET
BLUEPRINTS	24" X 36" sheet \$ 4.00 PER SHEET 36" X (roll) 2.50 PER L.F.
MILEAGE FROM OFFICE TO SITE	\$.65 PER MILE
"OUT OF POCKET COSTS"	ACTUAL

119 Lincoln Street, Honesdale, PA 18431-2151

Phone: 570-616-0600 □ Email: woodland@woodlanddesign.com Website: www.woodlanddesign.com

WDA
 22050 Milford Township Comp Plan
 Contract dated June 2, 2022

SCHEDULE OF TASKS/VALUES

INVOICE NO: 7754
 INVOICE DATE: 4/2/2024
 WDA Job #: 22050
 RELEASE NO: N/A

A Activity Number	B Description of Work	C Scheduled Value	D Work Completed From Previous Application (D + E)	E This Period	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored to Date (D + E + F)	% (G / C)	H Balance to Finish (C - G)			
1	Phase I - Development of Project Goals and Objectives	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	100.00%	\$ -			
2	Phase II - Preparation of Background Studies	\$ 14,000.00	\$ 14,000.00	\$ -	\$ -	\$ 14,000.00	100.00%	\$ -			
3	Phase III - Development of Plan Recommendations	\$ 3,700.00	\$ 3,700.00	\$ -	\$ -	\$ 3,700.00	100.00%	\$ -			
4	Community Meetings (2)	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	100.00%	\$ -			
5	Public Hearing	\$ 1,000.00	\$ 250.00	\$ 250.00	\$ -	\$ 500.00	50.00%	\$ 500.00			
6	Stepstone Portion (cut out of Phase III/Task 3)	\$ 300.00	\$ 300.00	\$ -	\$ -	\$ 300.00	100.00%	\$ -			
7	Change Order #1 - Focus Group	\$ 450.00	\$ 450.00	\$ -	\$ -	\$ 450.00	100.00%	\$ -			
8	Change Order #2 - Revisions and Response Letters	\$ 2,800.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 2,800.00			
9	Change Order #2 - Future Revisions and Response Letters	\$ 7,600.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 7,600.00			
10	Change Order #2 - Final Document Publishing	\$ 780.00	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 780.00			
11							#DIV/0!	\$ -			
12							#DIV/0!	\$ -			
13							#DIV/0!	\$ -			
14							#DIV/0!	\$ -			
15							#DIV/0!	\$ -			
16							#DIV/0!	\$ -			
17							#DIV/0!	\$ -			
18							#DIV/0!	\$ -			
19							#DIV/0!	\$ -			
Grand Total:						\$ 36,630.00	\$ 24,700.00	\$ 250.00	\$ 24,950.00	68.11%	\$ 11,680.00

Summary

Schedule of Values	\$	36,630.00	\$	24,700.00	\$	250.00	\$	24,950.00	68.11%	\$	11,680.00
Change Orders											
Total	\$	36,630.00	\$	24,700.00	\$	250.00	\$	24,950.00	68.11%	\$	11,680.00

Subject ImaginePike 2035 Pike Co Comprehensive Plan

From Mike Mrozinski <mmrozinski@pikepa.org>

To Mike Mrozinski <mmrozinski@pikepa.org>

Date Monday July 8, 2024 2:30:55 PM

Imagine Pike County 2035, the Pike County Comprehensive Plan, is available for public review and comment. We are sharing this link to the comprehensive plan bit.ly/ImaginePike2035 according to Section 301.3 of the [Pennsylvania Municipalities Planning Code](#) which states that the County should share the comprehensive plan for review and comment of the municipalities and school districts within the respective county and contiguous counties, school districts, and municipalities. The Plan is also posted on the County website at www.pikepa.org/planning

A public hearing with the Pike County Board of Commissioners will be held later this summer (date TBD). We will inform you of meeting and other deadline dates.

Please submit comments on the plan website or to me directly by August 23, 2024. We look forward to hearing from you.

Sincerely,

Michael Mrozinski

Planning & Mapping Director

Solid Waste/Recycling Coordinator

Pike County Planning & Mapping

506 Broad Street

Milford, PA 18337

T: 570.296.3500 **F:** 570.296.3501

mmrozinski@pikepa.org

www.pikepa.org/planning

bit.ly/ImaginePike2035

[Residential Recycling Guide](#)





Herbert, Rowland & Grubic, Inc.
1275 Glenlivet Drive, Suite 145
Allentown, PA 18106
610.351.0311
www.hrg-inc.com

June 28, 2024

Pike County Commissioners
Pike County
506 Broad Street
Milford, PA 18337

Re: Eastern Pike County Act 537 Resubmission

Dear County Commissioners:

Herbert, Rowland & Grubic, Inc. (HRG) is pleased to submit the following AGREEMENT to provide Professional Services for the Preparation of the Eastern Pike County Act 537 Plan Resubmission in accordance with previous discussions.

GENERAL PROJECT DESCRIPTION

The County and the four municipalities (Westfall Township, Matamoras Borough, Milford Township, and Milford Borough) propose to prepare and submit a Regional Act 537 Plan Update Resubmission to acquire planning approval relative to the extension of sanitary sewerage facilities in potential sewerage needs areas. The areas evaluated are within Westfall Township, Matamoras Borough, Milford Township, and Milford Borough.

The Resubmission will include further evaluation of existing sewer facilities within the specific planning areas described below. The resubmission will address comments presented by the PADEP Northeast Regional Office. Also included within the Resubmission will be the evaluation of structural alternatives to provide public sewer service to potential future public sewer services areas. The planning areas include Southwest Branch (along S.R. 0209 toward Milford and including the School District) and Northeast Branch (extending near Matamoras Borough) within the Township of Westfall, Milford Township West, Milford Township East, Matamoras Borough, and Milford Borough (see Appendix A of attached Task/Activity Report).

This Agreement is based on our participation in the Previous Act 537 Plan efforts, prior planning documents, and the PADEP Guide for Preparing Act 537 Update Revisions.

SCOPE OF SERVICES – REFER TO EXHIBIT 1

COMPENSATION

We propose to complete this work, identified in Exhibit 1, on an Hourly Basis with an estimated fee of:

\$55,400 Plus Reimbursables (Expense, Consultant)

This work will be subject to the attached General Conditions, Exhibit 2, and our current Fee Schedule, Exhibit 4 and Billable Expense Schedule, Exhibit 5. Our policy is to render invoices on a monthly based on the time and expenses incurred.

COMPLETION

The CLIENT and HRG agree that they will endeavor to complete the outlined services within Six (6) Months of receipt of your execution of this AGREEMENT.

AUTHORIZATION

We have developed this AGREEMENT specifically with your project needs in mind. To execute this AGREEMENT and indicate your acceptance of these terms, and authorize the work to begin, please sign the CLIENT acceptance below and return a copy to our office.

This AGREEMENT and all attachments constitute an offer to enter into a contract with you. By having an authorized individual execute this AGREEMENT, you agree that you have read and understand this proposed AGREEMENT and all of its attached Exhibits and that you agree to all of the terms.

This AGREEMENT shall remain open and may be accepted by the CLIENT for thirty (30) days from the above date. Acceptance of the AGREEMENT after the end of the 30-day period shall be valid only if HRG elects, in writing, to reaffirm the AGREEMENT and waive its right to reevaluate and resubmit the AGREEMENT.

If you have any questions concerning our AGREEMENT, including the attached exhibits, please feel free to contact me to discuss them in greater detail. We appreciate the opportunity to provide you with professional services in this capacity and look forward to working with you on this project.

Very truly yours,

Herbert, Rowland & Grubic, Inc.



Cory J. Salmon, PE, PMP
Group Manager | Water & Wastewater

MNR/CJS
003054.0448

\\192.168.0.34\Project\0030\003054_0448\Admin\Control\Proposal\2024.06.21 - Eastern Pike County Act 537 Plan Resubmission Proposal.docx

Enclosures

Accepted by:

PIKE COUNTY COMMISSIONERS

TITLE

DATE

Proprietary Notice

This AGREEMENT contains proprietary information regarding Herbert, Rowland & Grubic, Inc. and is a work product containing business sensitive materials. This AGREEMENT was prepared in response to your request for your specific project and no portion of this AGREEMENT may be shared with any other party.

EXHIBIT 1

SCOPE OF SERVICES

In order to meet your needs as outlined in the above paragraph, HRG proposes the following scope of services:

- Attend Four (4) total additional meetings (two (2) in-person, two (2) virtual) after the May 7, 2024 Meeting.
- Receive and review new information (planning, zoning, land development, etc.) that should be included in the updated Plan.
- Perform a desktop Antidegradation analysis suitable for Act 547 Planning.
- Review the tax parcel data from Pike County on Milford Borough and perform a desktop/conceptual analysis on lot sizes and suitability for OLDS replacement.
- Prepare updated cost estimates for each alternative.
- Coordinate with PENNVEST and update the financial analysis for each alternative.
- Revise Act 547 Plan by addressing comments from PADEP Northeast Regional Office.
- Amend conceptual sewer extension alternatives for each Planning Area including up to four (4) structural alternatives and exhibits (up to eight [8] total).
- Prepare and submit electronic copies of the “pre-final” Plan to the Westfall Township, Matamoras Borough, Milford Township, Milford Borough, and Pike County Planning Agencies.
- Prepare advertisement for the 30-day public comment period.
- Prepare and deliver one (1) hard copy of the Plan for each municipality for public review and comment (four [4] total).
- Incorporate comments from Westfall Township, Milford Township, Matamoras Borough, Milford Borough, Planning Agencies, and public comments into Final Plan.
- Prepare a Resolution for each municipality’s adoption of the Final Plan.
- Prepare and submit the Final Plan to PADEP (three (3) hard copies and one (1) electronic copy) after the original copy of the adopted and signed Resolution is obtained.

ASSUMPTIONS/EXCLUSIONS

- A new Task/Activity Report (TAR) will not be completed
- No additional sampling or inspections will be required.
- All OLDS inspections and Well testing (as applicable) within Milford Township Parcels along Route 209 will be completed by others in order to confirm the sewage needs. They will be on the requested DEP Form so they can be included as an appendix in the Plan.
- Milford Township will provide the information requested in the email dated June 14, 2024 by July 31, 2024.
- No further Milford Township coordination will be required. If planned build out is not received, all estimated future flow from Milford Township (for connections not included in this plan) will be based on 1 EDU/Parcel and/or acreage basis.
- Pike County will provide the tax parcel data for Milford Borough.
- No in-depth Anti-Degradation Study for sewerage flows conveyed from Milford Borough will be required and desktop information/analysis will be adequate to satisfy PADEP’s concerns.
- No attendance at any Municipal, Planning Commission, or ZHB meetings will be required.
- It is assumed that there will not be Public Hearings during the Public Comment Period.

Pike County
Eastern Pike County Act 537 Plan Update Resubmission
June 28, 2024

- All Municipalities will provide the latest Land Development information and any other updates to planning or zoning that may affect the Plan; no DEP file reviews are assumed to be required.
- No additional Intermunicipal Agreement review or coordination will be required.
- Each Planning Commission will provide a letter in response to the Act 537 Plan Update within the required 60-day response time.
- Less than two (2) pages of comments (or eighteen (18) total comments) will be received from each Planning Commission.
- HRG has prepared a detailed Scope of Services associated with this Project. Any tasks or services not specifically identified in the above referenced scope have been assumed to be unwarranted and therefore have not been included in the below referenced fee.

EXHIBIT 2

GENERAL CONDITIONS

1. **INTENT.** These General Conditions set forth the terms and conditions of the contract to which they are attached. These conditions are applicable to that contract and control absent language to the contrary in the contract.
2. **LEGAL EFFECT.** The terms of this AGREEMENT are legally binding and have legal consequences. Both HRG and CLIENT have had legal counsel review this AGREEMENT or understand that they have the right to have legal counsel review this AGREEMENT and have chosen not to do so. This AGREEMENT is fully integrated and no promises, representations or other statements made by either Party prior to the date of this AGREEMENT are binding upon either party or may be used for any purpose whatsoever.
3. **PERFORMANCE OF PROFESSIONAL SERVICES.** The services that HRG will provide on this Project are Professional Services subject to the ordinary Standard of Care applicable to Professionals practicing in the project area at the time these services are provided. There are no warranties or guarantees in any respect. CLIENT recognizes that HRG's Professional Services may be provided in part by Sub-consultants of HRG's choice for whose Professional Services HRG assumes the same responsibility as if those services were performed by HRG. CLIENT recognizes that HRG may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and published technical standards.
4. **NO DUTY TO SUPERVISE OR CONTROL CONSTRUCTION.** If this AGREEMENT involves construction of a Project, the construction of the Project shall be under the sole direction, supervision and control of the Prime Contractor(s) and HRG shall have no duty or authority to assume direction, supervision or control of the work of any contractor. HRG shall have no responsibility or liability for acts, omissions or errors of any Contractor, Subcontractor or Supplier.
5. **ASSIGNMENT.** Neither HRG nor CLIENT shall assign their respective duties nor responsibilities under this AGREEMENT except by written supplement to this AGREEMENT or as either may be required to do so as a matter of law. Nothing in this Article contradicts the provisions of Article 3 permitting subcontracting of services by HRG as is appropriate.
6. **TIME OF PERFORMANCE.** HRG will perform its services in a reasonably timely manner unless there is a specific time for performance set forth in the AGREEMENT or Exhibit 1. If Construction Phase services are included in the scope, Construction Administration Services begin on the date a Notice to Proceed to the contractor (or date of award, depending on whether pre-construction services are included) is issued and terminates after the number of Contract Days identified as the contract term in the Construction Contract. If the Construction Contract is a multiple prime contract project, the time for HRG's performance shall be the number of contract days in the General Contract for Construction (alternately set forth the number of days). The compensation for HRG's services have been agreed to in anticipation of the orderly and continuous progression of the work. If the time of performance is exceeded through no fault of HRG, the compensation shall be subject to equitable adjustment.
7. **CLIENT RESPONSIBILITIES.** CLIENT agrees to cooperate with HRG in providing timely information and documentation as requested; access to the work site as necessary and prompt, complete and reasonable review of design or other documents requiring review and approval. Any required approvals shall not be unreasonably delayed or withheld.
8. **DELAYS.** CLIENT and HRG agree that delays in the performance of HRG's work which are caused by circumstances beyond the control of HRG shall operate to extend the time for HRG's performance. Unless CLIENT specifies, and HRG agrees in writing, to a specific time for performance, CLIENT waives any claim against HRG for damages caused or allegedly caused by delays in performance of this AGREEMENT by HRG.
9. **PAPER DOCUMENTS.** If the scope of services includes production of paper document deliverables, HRG will produce paper document deliverables in printed form at each stage of CLIENT's review solely for review and comment by CLIENT. Final paper document deliverables in a number specified in the AGREEMENT will be produced by HRG.
10. **INSTRUMENTS OF SERVICE.** All documents (hard copy or electronic) produced by HRG, at any stage of HRG's work under this AGREEMENT, are instruments of service and HRG retains the exclusive ownership of and copyright on them. During bidding, construction, and commissioning and testing of the Project, CLIENT and CLIENT's contractors will have a limited license to use the Construction Documents to complete the Project. Upon completion of the Project, CLIENT will retain a further license as necessary for the maintenance and repair of the Project.

CLIENT shall have no license at any time to use the Instruments of Service created for this Project for use on another Project or for any purpose other than use in routine maintenance of the final Project. In the event that CLIENT wishes to change, modify or add to the Project, HRG will grant in writing a limited license to CLIENT to use the Drawings created for this Project for reference purposes only in the design of the changes, modifications or additions. That limited license shall be subject to terms appropriate to protect HRG's ownership and to protect and indemnify HRG against any legal liability for the design and construction of any changes, modifications or additions.

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Any use of HRG's Instruments of Service that is not authorized pursuant to this AGREEMENT or any addition or modification to this AGREEMENT or any other unauthorized use, shall subject the CLIENT to liquidated damages in an amount equal to the fee for design as set forth herein.

11. ELECTRONIC DOCUMENTS. Electronic Documents include correspondence, computer program files (i.e. Word, Excel, computer aided design and drafting CADD, etc.), documents, text data, drawings, information, graphics, or any other item in electronic media or digital format. HRG will not provide copies of Electronic Documents to CLIENT or to another entity except upon the written request of CLIENT and subject to the following conditions:
- a. CLIENT and HRG may transmit, and shall accept, Project-related Electronic Documents in electronic media or digital format, directly, or through access to a secure Project website. If the scope of services does not establish an Electronic Documents Protocol for Electronic transmittal, then CLIENT and HRG shall jointly develop such protocols.
 - b. CLIENT agrees the Electronic Documents are not certified documents. HRG, by delivering the Electronic Documents to CLIENT, makes no express or implied guarantees or warranties as to the files' accuracy, title, non-infringement, and completeness, or merchantability and fitness for any purpose.
 - c. When transmitting items in Electronic Documents, the transmitting party makes no representations as to long-term compatibility, usability, or readability of the items resulting from the recipient's use of software application packages, operating systems, or computer hardware differing from that used in the drafting or transmittal of the items, or from these established in applicable transmittal protocols.
 - d. CLIENT shall waive all claims against the design professional arising from unauthorized changes to or use of the Electronic Documents.
 - e. CLIENT acknowledges that differences may exist between the Electronic Documents and the signed and sealed documents, and where such conflicts exist, the signed and sealed hard-copy control.
 - f. CLIENT and/or any other party to which CLIENT requests Electronic Documents be supplied agree to release HRG from any liability for errors in the electronic documents or difference between the electronic documents and the published and sealed printed Documents.
 - g. CLIENT and/or any other party to which CLIENT requests Electronic Documents be supplied agree to indemnify, defend and hold HRG harmless from and against any claims by third parties against HRG based on or allegedly based on (1) reliance on the electronic documents, or (2) arising from changes made to the CAD files by anyone other than the design professional, or (3) the transfer or reuse of the CAD files by anyone without the prior written consent of HRG.
 - h. CLIENT and/or any other party to which CLIENT requests Electronic Documents be supplied agree to remove any signatures, seals and other identification of HRG or any employee, servant or agent of HRG from any paper documents or electronic reproductions produced from the supplied electronic documents.
 - i. CLIENT and/or any other party to which CLIENT requests Electronic Documents be supplied stipulate that any and all bids, takeoffs, estimates or other decisions made in the process of bidding, proposing and construction of the process were made in reliance on the signed and sealed Construction Drawings and not in reliance on any electronic documents.
12. INDEMNIFICATION. Each party agrees to indemnify the other, its agents, servants, employees, insurers, officers, directors and any affiliated entities to the full extent allowed by law against any liability, loss, award, verdict or other imposition of financial responsibility, including statutory interest which is incurred as the result of the others negligence or intentional act, but only to the extent and in the percentage of liability determined by a legally constituted finder of fact and embodied in a final judgment entered against the Indemnitor.

If either party is found to have liability to a third party to which the provisions of this clause may apply; then upon written request by that party, the parties agree to mediation to determine whether and to what extent the other party is responsible to indemnify it under this clause.

13. ADDITIONAL SERVICES. HRG shall be entitled to additional compensation if:
- a. CLIENT requests that HRG perform additional services;
 - b. The Contract time is extended for any reason beyond the control of HRG;
 - c. HRG is required to perform additional services for any reason other than its own negligent act or omission; or
 - d. The services are necessary to prevent delay to the Project, damage to the Project or other property or to prevent death or injury to any persons.

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The amount of such fee shall be as agreed to by the parties and pursuant to the fee schedule (Exhibit 4). If no such agreement can be reached, HRG shall provide services and payment therefor shall be determined pursuant to the Dispute Resolution terms set forth herein.

14. CONSTRUCTION COST AND OPINIONS OF COST. The construction cost of the entire Project (herein referred to as "Construction Cost") means the total cost to CLIENT of those portions of the entire Project designed and specified by HRG, but it will not include HRG's compensation and expenses, the cost of land, rights-of-way, or compensation for or damages to, properties unless this AGREEMENT so specifies, nor will it include CLIENT's legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project or the cost of other services to be provided by others to CLIENT. Construction Cost is one of the items comprising Total Project Costs.

Since HRG has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor(s) methods of determining prices, or over competitive bidding or market conditions, HRG's opinions of probable Total Project Costs and Construction Cost represent HRG's best judgment as an experienced and qualified professional and familiarity with the construction industry. HRG cannot and does not guarantee that proposals, bids or actual Total Project or Construction Costs will not vary from opinions of probable cost prepared by HRG. If prior to the Bidding or Negotiating Phase CLIENT wishes greater assurance as to Total Project or Construction Costs, CLIENT shall employ an independent cost estimator.

15. PAYMENTS. Invoices will be submitted by HRG on a monthly basis as the work proceeds. Payments will be due and payable in full on receipt of an invoice by CLIENT without retainage, payment will not be contingent upon receipt of funds from third parties or should not be held as an offset to any alleged dispute. If fees are not paid in full within 60 days of the date of the invoice, HRG reserves the right to pursue all remedies, including withdrawing certifications, stopping work on three (3) days' prior written notice, to withhold submission (to CLIENT or any third party, municipality, or agency) of any plans or other documents and retaining all documents without recourse. If at any time an invoice remains unpaid for a period in excess of 60 days, interest of the rate of 1.5% per month will be charged on past-due accounts. CLIENT agrees to indemnify and hold harmless HRG from and against any and all reasonable fees, expenses and costs incurred by HRG including, but not limited to, court costs, arbitrators and attorneys' fees and other claim related expenses incurred in the collection process.

All invoicing will be substantiated by HRG cost record sheets and work order system, all of which shall be made available to CLIENT upon request and during regular working hours for inspection and audit. Time spent in additional detailing of invoices is considered extra effort on the Project and will be invoiced as additional work along with any related cost of making copies and reproductions. Any increase in HRG's cost after the effective date of the AGREEMENT resulting from state or federal legislation shall be reimbursed by the CLIENT.

Timely payment of invoices is a condition of this AGREEMENT. Failure to make payments in full within the time limits stated above will be considered substantial noncompliance with the terms of this AGREEMENT and will be cause for termination of the AGREEMENT if HRG so chooses.

16. CONTROLLING LAW AND VENUE. Any dispute arising out of this AGREEMENT shall be subject to interpretation under the laws per the state of HRG's office issuing this AGREEMENT and the venue shall be the county of HRG's office issuing this AGREEMENT unless otherwise set forth in the AGREEMENT.
17. INSURANCE. HRG shall provide insurance of the type and in the amount set forth in Exhibit 3 to this AGREEMENT. Each party waives the right to subrogation against the other and its agents, servants, employees, insurers, officers, directors and any affiliated entities to the full extent allowed by law, to the extent that such waiver neither defeats nor diminishes the available coverage or agreement to provide a defense.
18. TERMINATION. Either party may terminate this AGREEMENT for cause if the other has substantially breached the terms of the AGREEMENT. Termination for cause shall only be effected by giving written notice of the nature of the cause to the other party. Such notice shall be of sufficient specificity for the other party to have notice of the nature, cause and cure of such alleged breach. The party in breach shall have 7 days, unless a greater time is agreed to by the parties, to cure the default. If no cure has been effected within the 7 day period, (or any extension thereof agreed to) the party not in breach may terminate the AGREEMENT for cause.

If CLIENT terminates this AGREEMENT for cause, HRG shall be entitled to payment in full for all work performed up to and including the day on which HRG was notified of the termination. If HRG terminates for cause, CLIENT is entitled to no further performance by HRG.

CLIENT may terminate this AGREEMENT for convenience upon fifteen (15) days written notice to HRG. In the event of termination for convenience by CLIENT, HRG shall be entitled to payment in full for all work performed up to and including the day on which HRG was notified of the termination plus any remaining unearned profit on the Project as calculated in accordance with commonly accepted Accounting Standards.

19. SUSPENSION. If the CLIENT suspends the Project for any reason, HRG shall be entitled to payment for all fees and costs billable as of the date of suspension and any other reasonable fees and costs necessary to protect CLIENT's interests related to the suspension. If the Project is reinstated, the terms of this AGREEMENT shall remain in effect with the exception of the agreed upon fee to complete the work set forth herein. The parties agree to negotiate a new fee for the completion of suspended work in accordance with HRG's then applicable fee schedule.

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20. **THIRD PARTY BENEFICIARIES.** The parties do not intend to create any third party beneficiaries to this AGREEMENT. No individual or entity other than the parties is entitled to claim rights or privileges under this AGREEMENT nor to cite or use this AGREEMENT or the terms thereof as evidence of rights, privileges or entitlement to damages or redress in any forum. Both parties agree to cooperate with each other to defeat any such claim and to oppose any attempt by a third party to seek third party beneficiary status under this AGREEMENT or to make any claim under it.
21. **LIMITATION OF LIABILITY.** HRG's liability to CLIENT shall be limited to direct damages only in the form of services and the reasonable cost of repair or replacement of those portions of the Project in question made necessary by a negligent act or failure to act of HRG.
- HRG shall not be liable or responsible to CLIENT for special, consequential, incidental or other damages, attorney's fees or expert fees, loss of profit, loss of revenue, cost of rented or leased equipment or services, regulatory fines or costs.
- Under no circumstances shall HRG's liability to CLIENT exceed either the total fee received by HRG for basic and additional services on the Project or the amount of available Professional Liability Insurance at the time of the claim, whichever is less.
22. HRG is not required to provide and does not have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements.
23. HRG's services do not include providing legal advice or representation.
24. HRG's services do not include (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission, or (2) advising CLIENT, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances.
25. If HRG encounters an undisclosed Constituent of Concern, then HRG shall notify CLIENT; and HRG may notify appropriate governmental officials if HRG reasonably concludes that doing so is required by applicable Laws or Regulations. If HRG or any other party encounters an undisclosed Constituent of Concern, or if investigative or remedial action, or other professional services, are necessary with respect to disclosed or undisclosed Constituents of Concern, then HRG may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until the CLIENT: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Constituents of Concern; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations. CLIENT and HRG acknowledge that HRG is performing professional services for CLIENT, and that HRG is not or shall not be required to become an "owner," "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with any of HRG's or HRG's activities or services under this AGREEMENT. A Constituent of Concern is any substance, product, waste, or other material of any nature whatsoever (including, but not limited to, Asbestos, Petroleum, Radioactive Material, and PCBs) which is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§1801 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§ 7401 et seq.; and (g) any other federal, state, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
26. **MISCELLANEOUS**
- a. **ENTIRE AGREEMENT.** This AGREEMENT and any exhibits attached hereto constitute the entire AGREEMENT between the parties on the Project. No prior or subsequent negotiations, discussions, verbal agreements or representations are binding upon the parties making them unless hereafter reduced to writing and agreed to by both parties in writing.
- b. **SEVERABILITY.** Each portion of this AGREEMENT is severable. If any portion is found to be illegal or otherwise unenforceable, that finding shall not affect any other portion of the AGREEMENT and the remainder of the AGREEMENT shall be binding and enforceable in its entirety.
- c. **OTHER WORK.** Nothing in this AGREEMENT is intended to nor shall limit HRG in any way from accepting and performing services for any other entity. Unless agreed to in writing, any additional services on this Project or on any other Project for which CLIENT contracts with HRG shall be subject to these same terms and conditions.
- d. **MARKETING/ADVERTISING.** CLIENT grants HRG license to erect signage at the construction site with its name and logo and language identifying it as the Engineer on the Project subject to any municipal or other legal limitations on size and construction. In addition, CLIENT grants HRG an unlimited license to utilize photos, drawings or other renderings and/or descriptions of the Project in HRG's advertising or marketing.

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- e. AUTHORITY. The parties agree that the person or person's executing and verifying or attesting those signatures are authorized to execute this AGREEMENT and shall, upon request by the other party, provide proof of such authorization. The parties waive their right to contest the execution of this AGREEMENT on their respective parts, if such contest not raised within 10 days of the date of execution.
27. GOOD FAITH AND FAIR DEALING. The parties agree to cooperate and provide timely information and responses as requested by the other in fulfillment of the intent of this AGREEMENT. In the event of a dispute between the parties, the parties agree to make reasonable attempts to resolve any such dispute prior to entering into litigation.

EXHIBIT 3

INSURANCE

The insurance(s) as per General Conditions Paragraph 17 of this AGREEMENT are as follows:

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY)		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>				06/07/2024		
<p>PRODUCER James B Murdoch Insurance Group Inc 4300 Carlisle Pike Camp Hill PA 17011</p>		<p>CONTACT NAME: Melissa J Strous PHONE: (717)737-9500 FAX: (717)737-9852 E-MAIL: melissa@jbminsurance.com ADDRESS: </p>		<p>INSURER(S) AFFORDING COVERAGE</p>		
<p>INSURED Herbert Rowland & Grubic Inc. 369 E Park Dr Harrisburg PA 17111-2730</p>		<p>INSURER A : ERIE INS EXCH INSURER B : ERIE INS CO of NY INSURER C : INSURER D : INSURER E : INSURER F :</p>		<p>NAIC # 26271 16233</p>		
COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
INSR LTR	TYPE OF INSURANCE	ADDL ISSUR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		Q61-0216325	06/09/2024	06/09/2025	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 1000000 MED EXP (Any amt unpaid) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS COMP/OP AGG: \$ 2000000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>		Q06-0940063	06/09/2024	06/09/2025	COMBINED SINGLE LIMIT (Per accident) \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS MADE DEC <input checked="" type="checkbox"/> RETENTION L		Q30-0970384	06/09/2024	06/09/2025	EACH OCCURRENCE \$ 10000000 AGGREGATE \$ 10000000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	Q90-5900331	06/09/2024	06/09/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500000 E.L. DISEASE - EA EMPLOYEE \$ 500000 E.L. DISEASE - POLICY LIMIT \$ 500000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						
CERTIFICATE HOLDER				CANCELLATION		
				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.		
				AUTHORIZED REPRESENTATIVE Melissa Strous		

Fax: ACORD 25 (2016/03)

Email:

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EXHIBIT 4

FEE SCHEDULE FOR HOURLY COMPENSATION METHODS OR IF ADDITIONAL SERVICES ARE REQUIRED



2024 RATES	
Labor Categories	Range
Administration I	\$65 - \$80
Administration II	\$80 - \$95
Environmental Scientist I	\$90 - \$120
Environmental Scientist II	\$120 - \$150
Senior Environmental Scientist	\$150 - \$155
Planner I	\$95 - \$120
Planner II	\$120 - \$145
Senior Planner	\$145 - \$175
Landscape Architect I	\$90 - \$120
Landscape Architect II	\$120 - \$145
Senior Landscape Architect	\$145 - \$165
Surveyor I	\$75 - \$110
Surveyor II	\$110 - \$140
Senior Surveyor	\$140 - \$165
GIS Professional I	\$90 - \$125
GIS Professional II	\$125 - \$140
Senior GIS Professional	\$140 - \$165
Resident Project Representative I	\$75 - \$120
Resident Project Representative II	\$120 - \$140
Senior Resident Project Representative	\$140 - \$160
Junior Technician	\$75 - \$85
Technician I	\$95 - \$125
Technician II	\$125 - \$145
Senior Technician	\$145 - \$170
Financial Specialist	\$115 - \$145
Financial Analyst	\$145 - \$160
Financial Strategist	\$160 - \$185
Engineering Professional I	\$125 - \$150
Engineering Professional II	\$150 - \$170
Project Engineer	\$170 - \$180
Senior Project Engineer	\$180 - \$200
Assistant Project Manager	\$145 - \$170
Project Manager	\$170 - \$190
Senior Project Manager	\$190 - \$200
Operations Manager/Senior Technical Leader/Principal	\$175 - \$215

All non-exempt employees have overtime rates of 1.5 times their normal billing rate.

PLEASE NOTE: Herbert, Rowland & Grubic, Inc., (HRG) adjusts the rate schedule annually to reflect the cost of doing business for the coming year. This rate schedule is effective January 1, 2024 through December 31, 2024.

EXHIBIT 5

CURRENT BILLABLE EXPENSES



2024 CURRENT BILLABLE EXPENSES	
All Terrain Vehicle	\$100.00/Day
Copies/Prints	
Color	\$.40/Copy
Black & White	\$.15/Copy
Wide Format Printing/Copying	\$.50/Square Foot
Concrete Monuments	\$30.00/Each
Hydrographic System	\$100.00/Day
Lodging	At Cost
Maps, Permits, Licenses	At Cost
Meals	At Cost
Mileage	IRS Allowable
Miscellaneous Charges	At Cost
Pocket Colorimeter	\$50.00/Day
Postage	As Weighed
Sub-Surface Inspection Pole Camera	\$75.00/Day
Technology Equipment Charge	\$150.00/Day
Traffic Counters	\$25.00/Day

All expenses are subject to a 10% markup, including, but not limited to travel, printing, postage, survey supplies, etc.

PLEASE NOTE: Herbert, Rowland & Grubic, Inc., (HRG) adjusts the current billable expenses annually to reflect the cost of doing business for the coming year. These expenses are effective January 1, 2024 through December 31, 2024.

Subject

FW: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

From Salmon, Cory <csalmon@hrg-inc.com>

To 'milfrdtp' <milfrdtp@ptd.net>

Cc Roberts, Matthew <mroberts@hrg-inc.com>

Date Wednesday July 3, 2024 3:01:20 PM

Good afternoon Michele,

Please see below and let me know if you have any questions.

Have a happy 4th of July!

Sincerely,
Cory

Cory J. Salmon, PE, PMP
Group Manager | Water & Wastewater
Herbert, Rowland & Grubic, Inc.
501 Allendale Road, Suite 203
King of Prussia, PA 19406
484.460.7050 (o) | 717.554.2317 (c)
[vCard](#) | [hrg-inc.com](#) | [LinkedIn](#) | [Facebook](#)



From: Roberts, Matthew <mroberts@hrg-inc.com>

Sent: Friday, June 14, 2024 3:02 PM

To: Joseph Dooley <joseph.dooley@milfordpa.org>; Matt Osterberg <mosterberg@pikepa.org>; Ronald Schmalzle <rschmalzle@pikepa.org>; Christa L. Caceres <ccaceres@pikepa.org>; Robert Llewellyn <robert.llewellyn.39@gmail.com>; Eric Kudrich <e.kudrich@matamorasborough.com>; Mark Madsen <madsenm2002@yahoo.com>; ROBERT DiLORENZO <milfordtwpseo@gmail.com>; Frank Tarquinio <frank.tarquinio@milfordpa.org>; frankt <franktarq@gmail.com>; Christopher Lordi <CLordi@dvdsd.org>; Paul Fischer <debpaulfischer@verizon.net>

Cc: Salmon, Cory <csalmon@hrg-inc.com>

Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Good afternoon Stakeholders,

Thank you to everyone who was able to join us on the call this morning. We were able to clear up some of the uncertainty and make decisions on some key items that are required in order for HRG to get their updated proposal in. We would like some additional clarity on Milford Township's role in the Plan (Having connections for businesses on Route 6/209, etc.) which I outlined under the Milford Township header of this meeting recap.

General Information

- HRG will submit the proposal and invoices to Pike County, and those will be forwarded off to the Municipalities.
- Regarding the timeline of the plan submission, DEP has indicated that they want the Plan submitted by December 31, 2024 which is a tight turnaround given the planning commission reviews, 30-day public

comment period, and municipal adoption.

- - HRG will work toward that target. Planning Commissions could expedite review process by quickly turning around their review and providing a comment letter (or “no comment” letter) sooner, but all four municipalities would need to conclude planning commission period prior to going to the public comment period.
 - DEP’s final date that they have indicated that they will accept the surveys is December 31, 2024.
 - - While the goal is submission by then, options will be explored to limit the number of surveys that need to be redone if required.
 - We will also require the OLDS survey information from Milford Township to include in the Plan.
- Because Matamoras Borough and Milford Borough will not have selected alternatives that provide central sewage to the entire Boroughs, HRG will not need to do a detailed WWTP Capacity Analysis or proposed upgrade analysis.

Milford Township

- Milford Township will be a part of the Plan as the Township Commercial Properties Survey will not need to be included in the Appendices of the Final Plan Report (on DEP’s forms)
- **Additional input required from Milford Township:**
- - **What are the planned immediate connections, if any (need to be clearly defined with no potentials, etc.)?**
 - - **Any that are not immediate will need to submit a separate planning module for any and they will not be included in the 5-10 year planning window.**
 - **Is there any planned development along Route 6/209?**

Milford Borough:

- HRG will use Tax Parcel Data (**need additional Tax Parcel information from County as detail needed is not included in GIS Parcel Viewer**) for lot sizes and property sizes.
- - HRG will evaluate and see if it can use the data as a technical justification for not proposing sewer in the entire Borough.
 - - This evaluation will involve an analysis of each lot and property size to determine if there is enough space to support a replacement septic system.
 - - If some properties do not have adequate space, this will not be a valid technical justification.
- If Tax Parcel Data does not provide a technical justification, financial feasibility will be used as an argument (i.e. EPA Affordability limits, etc.)
- - This could require potentially getting State Senators involved, etc. and could lead to an initial plan rejection.
 - A selected alternative of having the entire Borough on central sewage is not politically or financially feasible.
- Regarding further exploration into gravity/ traditional pump stations:
- - Milford Borough decided that Low Pressure Sewer would remain the selected Alternative due to costs as well as concern about bed rock, etc. as well as not wanting to have a split system (Half gravity, half pressure)
 - HRG will not need to look further into gravity with pump stations as it will not be a selected alternative (evaluating the site, easements, etc.)
 - The Low Pressure Force Main may not have adequate capacity for all future Borough needs, so if the central sewer system expanded, it would need to be a parallel line potentially.

Matamoras Borough:

- DEP had flagged the sewage needs of the entire borough due to lot size, number of cesspools, failures etc. at the last meeting.
- There is not a technical justification for not providing sewer to entirety of Borough that DEP would accept (Lot Sizes are too small).
- Matamoras has decided that they will stay the course with the selected alternative (Low Pressure system, focusing on the main problem areas and not entirety of the Borough).
- - The justification for not including the entire Borough is financial feasibility, which may need to argued over with DEP etc. as it is not a technical justification (as noted above).

Please let me know if you have any requested changes to the meeting recap. **For Milford Township (since they were unable to attend the meeting), we will be looking for the input requested in their section of the Recap.**

Best,
Matt

Matthew Roberts, E.I.T.
Staff Professional II
Herbert, Rowland & Grubic, Inc.
501 Allendale Road, Suite 203
King of Prussia, PA 19406
484.460.7050
[vCard](#) | [hrg-inc.com](#) | [LinkedIn](#) | [Facebook](#)



From: Roberts, Matthew
Sent: Tuesday, June 11, 2024 9:32 AM
To: Joseph Dooley <joseph.dooley@milfordpa.org>; Matt Osterberg <mosterberg@pikepa.org>; Ronald Schmalzle <rschmalzle@pikepa.org>; Christa L. Caceres <ccaceres@pikepa.org>; Robert Llewellyn <robert.llewellyn.39@gmail.com>; Eric Kudrich <e.kudrich@matamorasborough.com>; Mark Madsen <madsenm2002@yahoo.com>; ROBERT DiLORENZO <milfordtwpseo@gmail.com>; Frank Tarquinio <frank.tarquinio@milfordpa.org>; frankt <franktarq@gmail.com>; Salmon, Cory <csalmon@hrg-inc.com>; Christopher Lordi <CLordi@dvsd.org>; Paul Fischer <debpaulfischer@verizon.net>
Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Good morning,

Based on the recent meeting last week and some of the items that were discussed, HRG would like to have a meeting with the Stakeholders to discuss and finalize some of these items as a group. We are proposing a virtual meeting (via Teams) this Friday, June 14th at 10 am.

Please let me know your availability, and I will be passing along a calendar invite and link here shortly.

Best,
Matt

Matthew Roberts, E.I.T.
Staff Professional II
Herbert, Rowland & Grubic, Inc.
501 Allendale Road, Suite 203
King of Prussia, PA 19406
484.460.7050
[vCard](#) | [hrg-inc.com](#) | [LinkedIn](#) | [Facebook](#)



From: Joseph Dooley <joseph.dooley@milfordpa.org>
Sent: Thursday, June 6, 2024 6:03 PM
To: Matt Osterberg <mosterberg@pikepa.org>; Ronald Schmalzle <rschmalzle@pikepa.org>; Christa L. Caceres <ccaceres@pikepa.org>; Robert Llewellyn <robert.llewellyn.39@gmail.com>; Eric Kudrich <e.kudrich@matamorasborough.com>; Mark Madsen <madsenm2002@yahoo.com>; ROBERT DiLORENZO <milfordtwpseo@gmail.com>; Frank Tarquinio <frank.tarquinio@milfordpa.org>; frankt <franktarq@gmail.com>; Salmon,

Cory <csalmon@hrg-inc.com>; Roberts, Matthew <mroberts@hrg-inc.com>; Christopher Lordi <CLordi@dvsd.org>; Paul Fischer <debpaulfischer@verizon.net>

Subject: Fwd: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

This message originated from outside your organization

Hello All. Please see follow-up message from the DEP.

Cory/Matt-Hope this helps us get back moving forward again. As mentioned previously, please send your engagement letter/proposal to Pike County for signature. The participating municipalities will then reimburse the county as your work progresses. Is there anything you need from us to ensure we are on track to return this plan to the DEP by 12/31/24? Thank you both.

Best,
Joe

Joseph P. Dooley, CPA
Milford Borough Council

Begin forwarded message:

From: "Shoemaker, Staci" <stashoemak@pa.gov>

Date: June 6, 2024 at 1:34:58 PM MST

To: Joseph Dooley <joseph.dooley@milfordpa.org>, "Novatnak, Scott" <snovatnak@pa.gov>

Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Joe,

In reference to your question on the "stale date" of the sewer surveys conducted by HRG in 2019, the Department generally does not accept surveys completed more than five years ago. This is due to manner in which things can change in five years in an on-lot disposal system (OLDS). In this case, the Department will accept the results of your 2019 survey as long as the Plan is submitted to the Department prior to December 31, 2024.

As for the information provided on the existing OLDS along Route 6 in Milford Township, the details included in the attachment to your email are not adequate. The surveys completed at each property along this section of the proposed project should follow the outline laid out in the Act 537 Sewage Disposal Needs Identification guidance document. I have attached this document to this email for your convenience. Appendix A of this document includes a description of the Door-to-Door Survey procedure and an example form to be completed during the survey. This example form includes important details that were omitted from the attachment you had provided to us. Those details include the type of property – residential, commercial, etc., the number of residents at the property, the size of the lot, the number of equivalent dwelling units (EDUs), the number of systems present, if the system(s) are permitted, the last time the system was pumped out, the condition of the system when it was pumped out, and if there have been any repairs done on the system.

It has been conveyed to the Department through phone conversations and conversations at meetings that Milford Township intends to allow the property owners in this portion of the municipality to connect "voluntarily". This is not something that can be approved by the Department. The Plan must include a delineation of the proposed sewer service area down to the parcel level including all of the properties in Milford Township that will be serviced by/ will be required to be connected to the proposed sewer system.

If you have any questions on the information included above, I can be reached at the phone number below.

Thank you,

Staci Shoemaker, EIT | Environmental Engineering Specialist
Department of Environmental Protection | Clean Water Program
Northeast Regional Office
2 Public Square | Wilkes-Barre, PA 18701-1915
Phone: 570.826.2333 | Fax: 570.830.3016
www.dep.pa.gov

From: Joseph Dooley <joseph.dooley@milfordpa.org>
Sent: Wednesday, May 29, 2024 1:54 PM
To: Shoemaker, Staci <stashoemak@pa.gov>; Novatnak, Scott <snovatnak@pa.gov>
Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Hello Scott and Staci. I am following up on my phone calls and email below on the "stale date" question. I have also attached a copy from the recent SEO property assessments performed in Milford Township. Is this the type of info you were asking for to determine if there are properties that can be bypassed as part of the plan for a pipe only in Milford Twp? Our next meeting among all of the municipalities and HRG is scheduled for next week, 6/4/24. I would like to provide our group an update at that time. Thank you.

Best regards,
Joe

Joseph P. Dooley, CPA
President
Milford Borough Council

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From: Joseph Dooley
Sent: Tuesday, May 7, 2024 12:17 PM
To: Shoemaker, Staci <stashoemak@pa.gov>; Novatnak, Scott <snovatnak@pa.gov>
Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Hello Stacie and Scott. I just tried you both by phone and left vmails. With respect to the resubmission of our 537 plan what is the "stale date" for the initial property assessments done at the beginning of the study? Is it a hard and fast five years or is there any wiggle room as we started this process back in the winter of 2019. Thank you.

Best regards,
Joe

Joseph P. Dooley, CPA
President
Milford Borough Council

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From: Shoemaker, Staci <stashoemak@pa.gov>
Sent: Tuesday, March 19, 2024 11:56 AM
To: Krista Gromalski <kgromalski@pikepa.org>; Joseph Dooley <joseph.dooley@milfordpa.org>; Matt Osterberg <mosterberg@pikepa.org>
Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Thanks all!

We will see you on April 8th.

Staci

Staci Shoemaker, EIT | Environmental Engineering Specialist
Department of Environmental Protection | Clean Water Program
Northeast Regional Office
2 Public Square | Wilkes-Barre, PA 18701-1915
Phone: 570.826.2333 | Fax: 570.830.3016
www.dep.pa.gov

From: Krista Gromalski <kgromalski@pikepa.org>

Sent: Tuesday, March 19, 2024 11:31 AM

To: Joseph Dooley <joseph.dooley@milfordpa.org>; Shoemaker, Staci <stashoemak@pa.gov>; Matt Osterberg <mosterberg@pikepa.org>

Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Joe and Staci

The Commissioners Meeting Room will be set up that day to accommodate the large group, to include everyone attending the meeting to be able to sit around a single table and look at drawings or maps.

Kind regards,

Krista Gromalski
Chief Clerk
Pike County Commissioners Office

ext. 1290
570-296-9805 office
570-832-1434 cell
506 Broad Street
Milford, PA 18337
PikePa.org

From: Joseph Dooley <joseph.dooley@milfordpa.org>

Sent: Tuesday, March 19, 2024 11:15 AM

To: Shoemaker, Staci <stashoemak@pa.gov>; Krista Gromalski <kgromalski@pikepa.org>; Matthew McCormack <mmccormack@milfordpa.org>

Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

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Thank you Staci. I am sure we will be able to fit everyone around the Commissioners conference table which is fairly large.

Matt/Krista-Can we make this work?

Best regards,
Joe

Joseph P. Dooley, CPA
President
Milford Borough Council

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From: Shoemaker, Staci <stashoemak@pa.gov>
Sent: Tuesday, March 19, 2024 10:15 AM
To: Joseph Dooley <joseph.dooley@milfordpa.org>
Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Joe,

Scott and I were discussing this meeting late last week and as he has been to this location before he was catching me up on what the meeting room was like. Something that is important for this meeting is the ability for everyone attending the meeting to be able to sit around a single table and look at drawings or maps. Is there a room that has this capability at the County Commissioners office? If not, the meeting may need to be moved to be held at our office in Wilkes-Barre.

My apologies for not discussing this with you earlier, Scott and I had not had the opportunity to discuss the room that the previous meeting was held in.

Thank you,
Staci

Staci Shoemaker, EIT | Environmental Engineering Specialist
Department of Environmental Protection | Clean Water Program
Northeast Regional Office
2 Public Square | Wilkes-Barre, PA 18701-1915
Phone: 570.826.2333 | Fax: 570.830.3016
www.dep.pa.gov

From: Joseph Dooley <joseph.dooley@milfordpa.org>
Sent: Monday, March 18, 2024 5:15 PM
To: Novatnak, Scott <snovatnak@pa.gov>; stewart494@gmail.com; Francesca lombardo <secretary@milfordpa.org>; Matamoras Secretary <secretary@matamorasborough.com>; milfrdtp@ptd.net; westfallsec@optonline.net; mroberts@hrq-inc.com; Matamoras Secretary <secretary@matamorasborough.com>; btt2108@yahoo.com; milfrdtp@ptd.net; westfallsec@optonline.net; mmrozinski@pikepa.org; McElroy, Sean - RD, PA <sean.mcelroy@usda.gov>; 'Robert Llewellyn' <robert.llewellyn.39@gmail.com>; Eric Kudrich <e.kudrich@matamorasborough.com>
Cc: csalmon@hrq-inc.com; Frank Tarquinio <frank.tarquinio@milfordpa.org>; mosterberg@pikepa.org; kgromalski@pikepa.org; rschmalzle@pikepa.org; ccaceres@pikepa.org; Shoemaker, Staci <stashoemak@pa.gov>; Bellanca, Amy <abellanca@pa.gov>; Sax, Robert <rsax@pa.gov>; Stires, Todd <tstires@pa.gov>; Rustu, Tewoldemedhin <trustu@pa.gov>
Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Thank you Scott and Staci. In following up with the parties on this email, the date of Monday, 4/8/24 at 1pm works best for all. We will again be meeting at the Pike County Commissioners Conference room, Pike County Admin Building, 506 Broad St, Milford. Thank you.

Best regards,
Joe

Joseph P. Dooley, CPA

President
Milford Borough Council

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From: Novatnak, Scott <snovatnak@pa.gov>
Sent: Wednesday, February 28, 2024 11:28 AM
To: Joseph Dooley <joseph.dooley@milfordpa.org>; stewart494@gmail.com; Francesca lombardo <secretary@milfordpa.org>; Matamoras Secretary <secretary@matamorasborough.com>; milfrdtp@ptd.net; westfallsec@optonline.net; mroberts@hrg-inc.com; Matamoras Secretary <secretary@matamorasborough.com>; btt2108@yahoo.com; milfrdtp@ptd.net; westfallsec@optonline.net; mmrozinski@pikepa.org; McElroy, Sean - RD, PA <sean.mcelroy@usda.gov>
Cc: csalmon@hrg-inc.com; Frank Tarquinio <frank.tarquinio@milfordpa.org>; mosterberg@pikepa.org; kgromalski@pikepa.org; rschmalzle@pikepa.org; ccaceres@pikepa.org; Shoemaker, Staci <stashoemak@pa.gov>; Bellanca, Amy <abellanca@pa.gov>; Sax, Robert <rsax@pa.gov>; Stires, Todd <tstires@pa.gov>; Rustu, Tewoldemedhin <trustu@pa.gov>
Subject: RE: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

Joe,

Yes, we should meet. However, due to the number and complexity of the technical comments, the meeting will need to be in-person. We can also include a Microsoft Teams virtual teleconference link along with the in-person meeting invitation if someone cannot absolutely attend in-person. However, the engineering consultant will need to attend in-person, at a minimum. I am going to have one of my engineering staff, Staci Shoemaker, coordinate the date, time and location of the meeting with you. So, expect an email message and/or phone call from her in the near future.

Scott Novatnak | Planning Section Chief
Department of Environmental Protection | Clean Water Program
Northeast Regional Office
2 Public Square | Wilkes-Barre, PA 18701-1915
Phone: 570.826.2337 | Fax: 570.830.3016
www.dep.pa.gov

From: Joseph Dooley <joseph.dooley@milfordpa.org>
Sent: Friday, February 23, 2024 2:10 PM
To: Novatnak, Scott <snovatnak@pa.gov>; stewart494@gmail.com; Francesca lombardo <secretary@milfordpa.org>; Matamoras Secretary <secretary@matamorasborough.com>; milfrdtp@ptd.net; westfallsec@optonline.net; mroberts@hrg-inc.com; Matamoras Secretary <secretary@matamorasborough.com>; btt2108@yahoo.com; milfrdtp@ptd.net; westfallsec@optonline.net; mmrozinski@pikepa.org; McElroy, Sean - RD, PA <sean.mcelroy@usda.gov>
Cc: csalmon@hrg-inc.com; Frank Tarquinio <frank.tarquinio@milfordpa.org>; mosterberg@pikepa.org; kgromalski@pikepa.org; rschmalzle@pikepa.org; ccaceres@pikepa.org; Shoemaker, Staci <stashoemak@pa.gov>; Bellanca, Amy <abellanca@pa.gov>; Sax, Robert <rsax@pa.gov>; Stires, Todd <tstires@pa.gov>; Rustu, Tewoldemedhin <trustu@pa.gov>
Subject: [External] RE: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

ATTENTION: This email message is from an external sender. Do not open links or attachments from unknown senders. To report suspicious email, use the [Report Phishing button in Outlook](#).

Hello Scott. Thank you for this correspondence. With respect to the correspondence, we would like to take you up on your offer of a meeting with the Department. Can we schedule that meeting for the end of March or early April preferably via Zoom/Teams?

Thank you again.

Best regards,
Joe

Joseph P. Dooley, CPA
President
Milford Borough Council

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From: Novatnak, Scott <snovatnak@pa.gov>
Sent: Thursday, February 15, 2024 8:22 PM
To: stewart494@gmail.com; Francesca lombardo <secretary@milfordpa.org>; Matamoras Secretary <secretary@matamorasborough.com>; milfrdtp@ptd.net; westfallsec@optonline.net; mroberts@hrg-inc.com; Matamoras Secretary <secretary@matamorasborough.com>; btt2108@yahoo.com; milfrdtp@ptd.net; westfallsec@optonline.net; mmrozinski@pikepa.org; McElroy, Sean - RD, PA <sean.mcelroy@usda.gov>
Cc: csalmon@hrg-inc.com; Joseph Dooley <joseph.dooley@milfordpa.org>; Frank Tarquinio <frank.tarquinio@milfordpa.org>; mosterberg@pikepa.org; kgromalski@pikepa.org; rschmalzle@pikepa.org; ccaceres@pikepa.org; Shoemaker, Staci <stashoemak@pa.gov>; Bellanca, Amy <abellanca@pa.gov>; Sax, Robert <rsax@pa.gov>; Stires, Todd <tstires@pa.gov>; Rustu, Tewoldemedhin <trustu@pa.gov>
Subject: Milford Boro, Matamoras Boro, Milford Twp., Westfall Twp., Pike Co. - Eastern Pike Co. Regional Act 537 Plan - Technical Deficiency Correspondence

All,

Attached to this message is your copy of the technical deficiency correspondence with regard to the Eastern Pike County Regional Official Sewage Facilities Plan - March 2023 (Plan). This correspondence is intended to provide the involved municipal and county officials and their consultant with a more detailed listing of the technical deficiencies than were included in the Department's October 23, 2023 plan disapproval correspondence found in the Plan. Please contact Staci Shoemaker, Environmental Engineering Specialist, at 570.826.2333 or stashoemak@pa.gov or myself if you have any questions.

Scott Novatnak | Planning Section Chief
Department of Environmental Protection | Clean Water Program
Northeast Regional Office
2 Public Square | Wilkes-Barre, PA 18701-1915
Phone: 570.826.2337 | Fax: 570.830.3016
www.dep.pa.gov

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PIKE COUNTY COMMISSIONERS

PIKE COUNTY ADMINISTRATION BUILDING
506 BROAD STREET
MILFORD, PA 18337
570-296-7613
FAX: 570-296-6055

MATTHEW M. OSTERBERG
RONALD R. SCHMALZLE
CHRISTA L. CACERES

COMMISSIONERS



KRISTA GROMALSKI
CHIEF CLERK

THOMAS F. FARLEY, ESQ.
COUNTY SOLICITOR

June 28, 2024

Dear Municipal Leaders:

As you are aware, we are currently amid a spongy moth crisis. The spongy moth (*Lymantria dispar dispar*), formerly known as the gypsy moth, is a destructive forest and tree pest responsible for causing significant tree mortality and defoliation across the state, that is wreaking havoc on Pike County. Our office has fielded numerous complaints from residents and private landowners regarding this pest.

According to the annual Spongy Moth Egg Mass Survey conducted by the Bureau of Forestry, for the Hatch Year 2024, many areas of Pike County show 1000+ egg mass per acre. This severe infestation poses a significant threat to Pike County's pristine natural environment.

Although DCRN does treat state and federal forest lands, there are currently no state or local residential spraying programs, leaving landowners on their own when it comes to mitigating a spongy moth outbreak. DCNR recommends to landowners the option of working with neighbors or community associations to privately hire an aerial sprayer. We feel this is not an adequate response. Not only is there a limited number of sprayers licensed to spray in PA, but the service can be very costly.

As recently as 2015, Pike participated in a Gypsy Moth Suppression Program administered through DCNR, but that program has since been discontinued.

We understand the problem posed by the spongy moth and we are actively communicating our concerns to DCNR as well as our state representatives. Until we are able to establish a viable suppression plan, our office plans to create a short-term task force comprised of knowledgeable residents and municipal leaders to identify potential solutions for upcoming cycles. Commissioner Caceres will be the primary point of contact on this initiative. We invite anyone interested in serving on the task force to please contact Commissioner Caceres at (570) 296-7613.

We appreciate your time and attention to this matter and look forward to your response.

Sincerely,
Pike County Commissioners


Matthew M. Osterberg


Ronald R. Schmalzle


Christa L. Caceres



P.O. Box 366
Milford, PA 18337
Tel. (570) 296-5540
FAX (570) 409-8348
Website: www.milfordtownshippike.com
Email: milfrdtp@ptd.net

MILFORD TOWNSHIP

Date: June 28, 2024

Board of Supervisors
Gary M. Williams
Rachel Hendricks
Robert Di Lorenzo
Milford Township
Pike County

Subject: Scott Keener – 139 Route 6 - Planning Board Recommendations for Land Development Application

Dear Supervisors Williams, Hendricks, and Di Lorenzo,

Mr. Scott Keener had submitted the land development plan and application to the Planning Commission, as that was one of the conditions for his Conditional Use Application. Both Mr. Keener and Mr. John Fuller, the engineer, were present at the June 25th meeting of the Planning Commission. Transcripts from the stenographer, comments from the County Planning Office, comments from the Pike County Conservation District, and follow-up comments from the engineer had not yet arrived. Mr. Di Lorenzo made a motion to recommend this application to the Board of Supervisors with the conditions that all the conditions outlined in the transcript from the Conditional Use Hearing held June 3, 2024 be included in the plan and that the comments from the county, the conservation district, and the engineer be addressed. Mr. Williams seconded the motion, and it passed unanimously.

Best Regards,

Shahana Shamim
Secretary
Milford Township Planning Board
Pike County

for

MILFORD TOWNSHIP PLANNING COMMISSION

Kevin Stroyan, Ray Willis, Robert Di Lorenzo, Michael Williams, & Roman Buonnano



Pike County Planning & Mapping

506 Broad Street
Milford, PA 18337

Phone 570-296-3500 Fax 570-296-3501

planning@pikepa.org

July 3, 2024

Ms. Shahana Shamim, Secretary
Milford Township Board of Supervisors
PO Box 366
Milford, PA 18337

SUBJECT: Milford Equipment Rentals Land Development Plan
Dated 06/11/24 – DWG# 3074.001
Planning Tracking #24-59

Dear Mrs. Shamim,

The Pike County Office of Community Planning, the Official County Planning Agency pursuant to County Ordinance #14 and Act 247, the Pennsylvania Municipalities Planning Code, as amended, has reviewed the proposed Milford Equipment Rentals Land Development Plan and has the following comments:

- The existing septic location needs to be shown to ensure it is not impacted by the proposed development;
- A note stating the responsible party for the maintenance of Milford Hill Lane needs to be shown;
- The proposed lot coverage needs to state if Milford Hill Lane is included in the total since it is part of the lot;
- The proposed sign needs to follow §411 of the Milford Township Zoning Ordinance;
- Any proposed lighting needs to be shown to ensure it does not impact neighboring properties;
- A landscaping plan needs to be shown;
- Clarification is needed regarding the area to have the trees cut down and the stumps not ground up. Will this area be covered with proposed parking or any landscaping;
- The proposed machine parking area needs to be more defined to ensure it is within the proper setbacks;
- Any proposed handicap parking needs to be shown;
- All existing and proposed stormwater control measures must be shown.

With consideration of the above comments, our office finds the plan to be consistent with the Pike County Comprehensive Plan and municipal ordinances. Any revisions to this plan must be submitted to, and reviewed by, our office. If you have any questions regarding this matter, please feel free to contact me at 570-296-3500 and reference the above Planning Tracking Number.

Sincerely,

Brian Snyder
Assistant Mapping Director/Planner

email: Milford Township Board of Supervisors

John D. Fuller, P.E., P.C.

CIVIL & STRUCTURAL ENGINEERING

June 14, 2024

Mr. Kevin Stroyan, Planning Commission Chair
Milford Township
560 Route 6 & 209
PO Box 366
Milford, PA 18337

**RE: Milford Equipment Rental
139 US Route 6
Tax Map No. 112.00-01-23
Milford Township, Pike County, PA**

Job No. #3074.001

Dear Mr. Stroyan:

Enclosed is an application for a Land Development Plan at the above referenced property. The project site consists of a total lot area of 3.78 acres located in the DD (Development) Zoning District. It is currently occupied by a single family dwelling that shall be converted into an office for an equipment rental business. The applicant shall also construct a gravel parking area for the rental equipment.

The existing access from Route 6 shall be removed and regraded to match the existing shoulder and swale. The existing driveway that connect to the adjacent lot (Lands N/F Quick) shall be closed off with plantings. A new driveway from Milford Hill Lane shall be constructed for access to the rental equipment parking lot.

The proposed use [Equipment Rental] - is not specifically listed in any category of uses within any zoning district on the Schedule of District Regulations, making it a "Use Not Provided For" as per Section 306 of the Milford Township Zoning Ordinance.

Louis J. Cozza reviewed the plans and provided comments dated June 7, 2024. Below are my responses:

Zoning Ordinance:

1. A Conditional Use hearing was held on June 3, 2024 granting the use based on certain conditions which are listed on the Title Sheet of the Land Development Plan.
2. An E&S Control plan was submitted to the Pike County Conservation District for review and approval.

Tel: (845) 856-1536

4 South Street, Port Jervis, NY 12771

Fax: (845) 858-2419

Email: johnfullerpe@gmail.com

John D. Fuller, P. E.
Page 2 of 2

3. A waiver of the landscaping performance guarantee is requested.
4. A note is provided on the plans regarding signage to receive a Zoning Permit; see General Notes #13, Sheet S-2.

Subdivision and Land Development Ordinance:

5. The plan shall be submitted to the Pike County Office of Community Planning for review and comment.
6. The pavement widths of Route 6 and Milford Hill lane are provided; see S-1 and S-2.
7. The current Deed Book and Page has been added to the owner information, see General Notes #1 on Sheets S-1 and S-2.
8. The applicable protection / restrictive covenants are provided; see Sheet S-2.
9. Stormwater calculations for the new pipes and ditches shall be submitted under separate cover.
10. Stormwater calculations that indicate the post-development peak rate of stormwater runoff will not increase from the pre-development conditions shall be submitted under separate cover.

General Comments:

11. The conditions of approval from the Conditional Use Hearing are provided; see T-1.

Please refer to the Land Development Plans for details. If you have any questions, please feel free to contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read "John D. Fuller". The signature is written in a cursive style with a large initial "J" and "F".

John D. Fuller, P.E.



Pike County Conservation District

July 11, 2024

Milford Equipment Rentals
Attn: Scott Keener
241 Foster Hill Rd
Milford, PA 18337
skeener87@gmail.com

**Re: Erosion and Sediment Control Plan Review
Milford Equipment Rentals, Milford Township. Pike County**

Dear Mr. Keener:

Pike County Conservation District has completed its review of the Erosion and Sediment Control Plan for the above referenced project. The plan **adequately** addresses erosion and sediment pollution control and meets the minimum requirements of the Department of Environmental Protection's (DEP) rules and regulations, Chapter 102, Erosion and Sediment Control and the Clean Streams Law, provided all Best Management Practices (BMPs) are properly implemented and maintained until the project has been permanently stabilized.

The approved plan includes: Plan sheets #, S-3, S.4 dated 6/11/2024

This determination of plan adequacy is valid for two years from the date of issuance. Any changes to the approved plan must be submitted to the Conservation District for review. The plan must be fully implemented and available onsite at all times.

In determining that the plan is adequate, neither the Conservation District nor the County assume any responsibility for the implementation of the plan or the proper construction and operation of the BMPs contained in the plan. The design, structural integrity, and installation of BMPs are the responsibility of the landowner and/or the earthmover, as are any other appropriate and necessary local, state, and federal permits or approvals.

Please notify the District Office at (570) 226-8220 at least 10 DAYS PRIOR to commencing earth disturbance activities.

Sincerely,

Marianna Quartararo
Resource Conservationist

cc: John Fuller PE PC , Attn: John Fuller, P.E., johnfullerpe@gmail.com
Milford Township
District File

556 Route 402, Hawley, PA 18428

Phone (570) 226-8220 e-mail: pikecd@pikepa.org www.pikeconservation.org

This agreement is made on, / /2024

Between

Milford Township

and

One Stop Computers

83 Pike St

Port Jervis Ny 12771

570 921 4045

Collectively referred to as the "Parties"

The Customer wishes to proceed with The Service Contract provided by One Stop Computers.

This Service Agreement, which provides 30 hours of annual troubleshooting, remote support or onsite support.

Monthly Onsite Backups and Basic Computer Maintenance.

Monthly Checkup of Antivirus, Antimalware Software Status.

Monthly System Hardware Checks.

Standard Annual cost \$3600.00,

Discount of \$600.00

Your Annual Cost \$3000.00

Tax

Total \$3000.00

Key Terms

1.1 Services

One Stop Computers shall provide troubleshooting, remote, or onsite support to "Customer" in accordance with the terms and conditions of this agreement.

{Services to include hardware and software troubleshooting, Software repair, Hardware repair, System maintenance/performance tune up, both remote and or onsite. Does NOT include costs of any additional hardware or software purchases.

1.2 Delivery of Services

A Start Date: one Stop Computers shall commence the provision of the agreed service effective on (Start Date)

B Completion Date: One Stop Computers Shall end agreement on (Ending Date}

- C Key Dates: One Stop Computers agrees to provide up to the agreed upon hours for support per month. Any Additional Time over the original agreement, will be billable at a discounted hourly rate of 45.00 per hour.

(Customer) agrees to the terms of this annual contract as per the above agreement. (Customer) has chosen Service Agreement (agreement Number) for the effective dates of (start date) until (end date)

Both parties agree that early termination of this agreement is allowed, but any remaining balance or unused monthly allotted time is non refundable.

Signature

Signature



Flood Risk Review (FRR) Meeting

Pike County, PA

July 1, 2024



FEMA

Agenda

- Welcome and Introductions
- Where We Are - Draft Maps
- Flood Study Update
- Using Flood Risk Data to Reduce Risk
- Discussion



Welcome and Introductions



Where We Are - Draft Maps

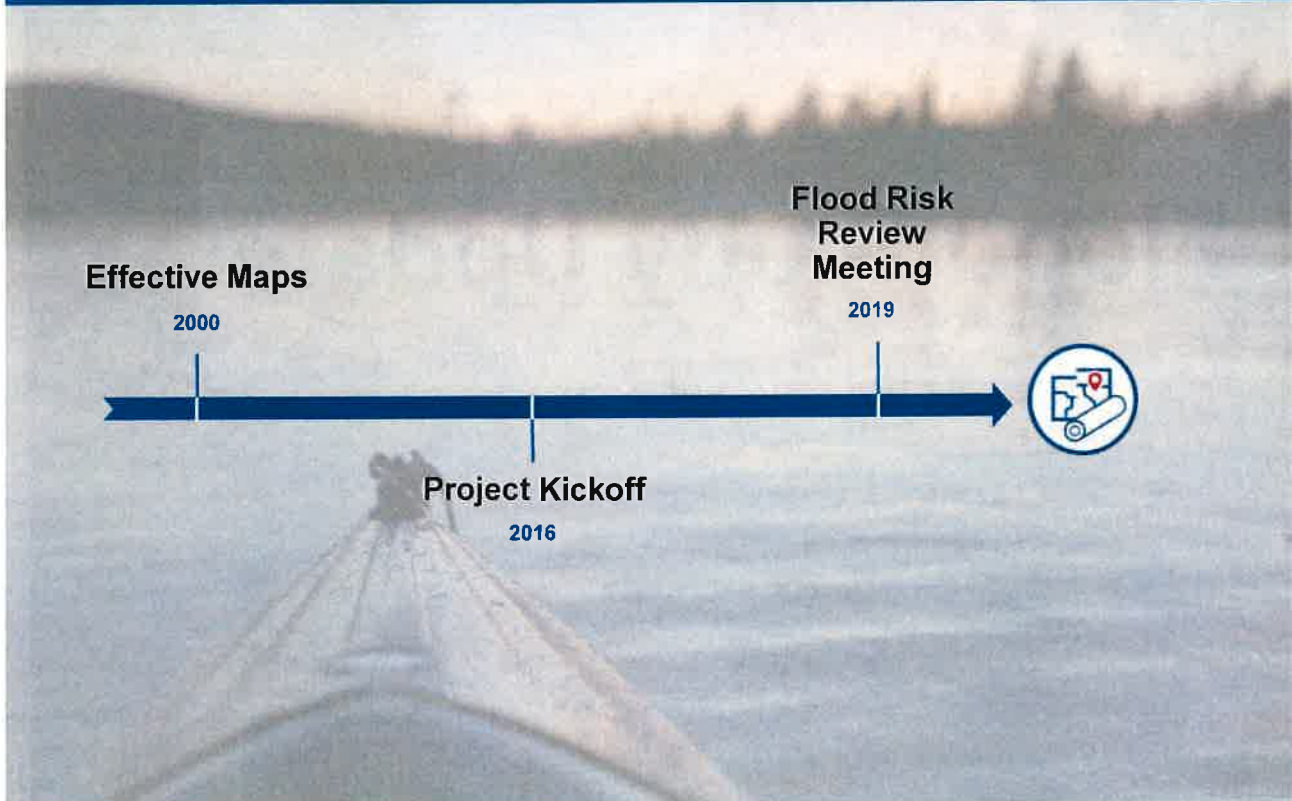


3 Reasons We Are Here Today

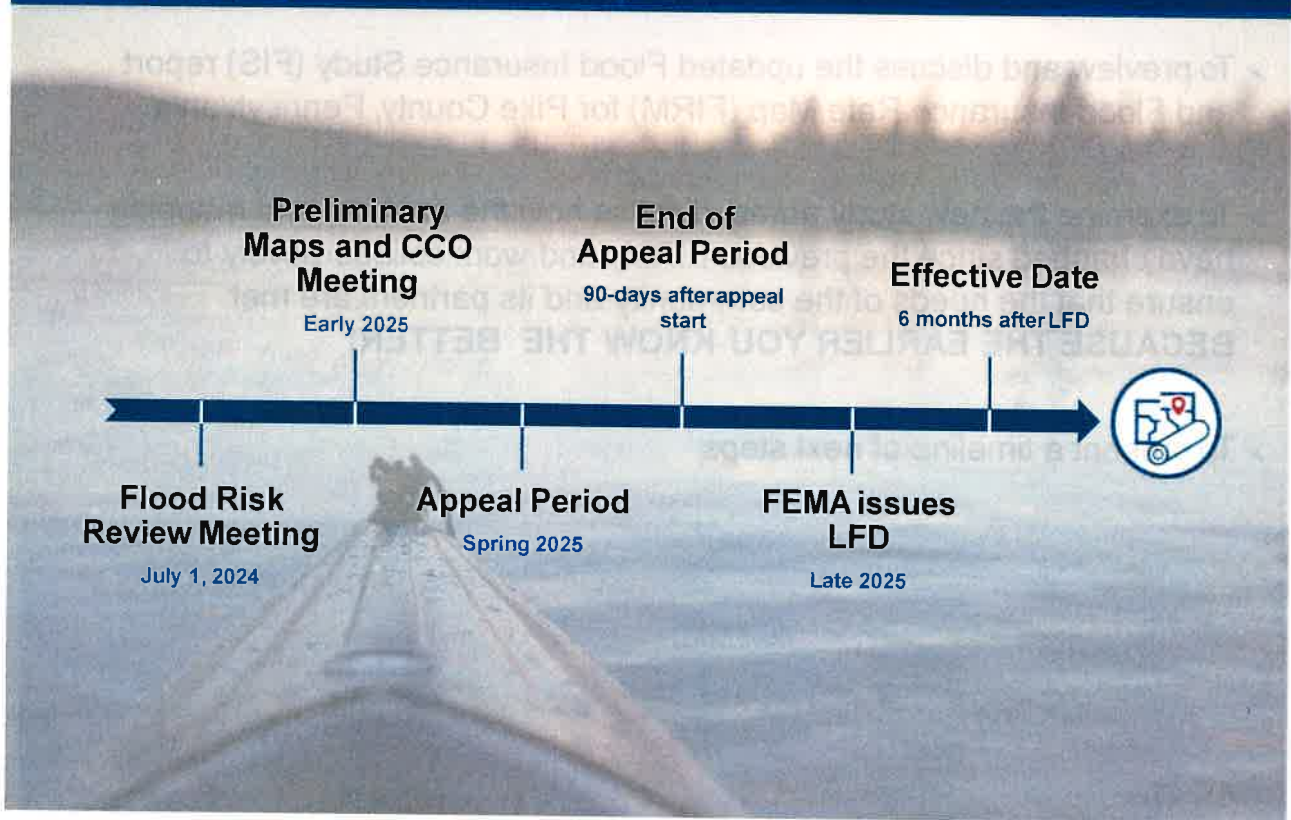
- To preview and discuss the updated Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) for Pike County, Pennsylvania
- To examine the new study areas, discuss how the analysis and mapping have changed since the previous FIRM, and work collaboratively to ensure that the needs of the community and its partners are met.
BECAUSE THE EARLIER YOU KNOW THE BETTER!
- To present a timeline of next steps



Timeline – Looking Back



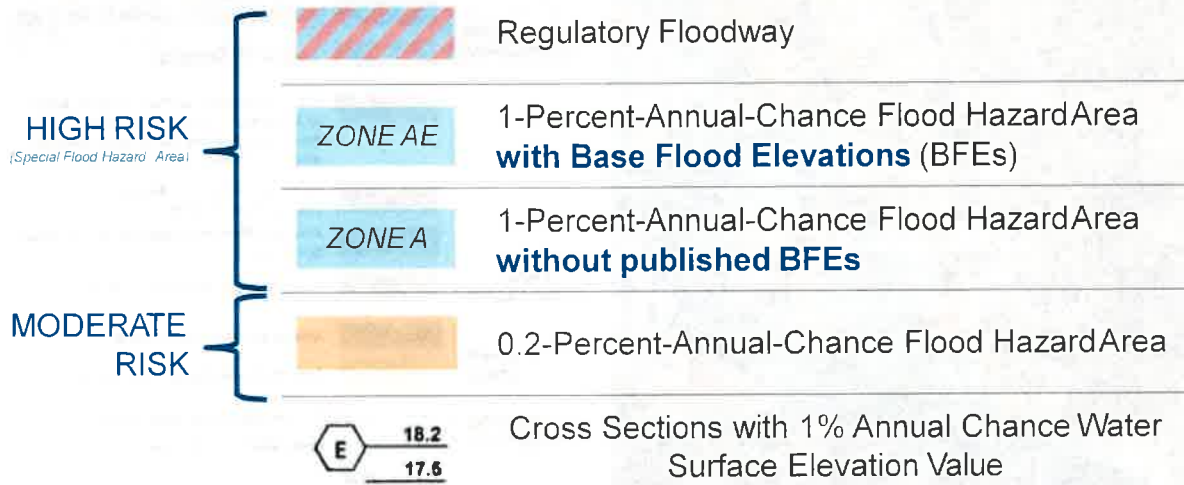
Timeline – Looking Ahead



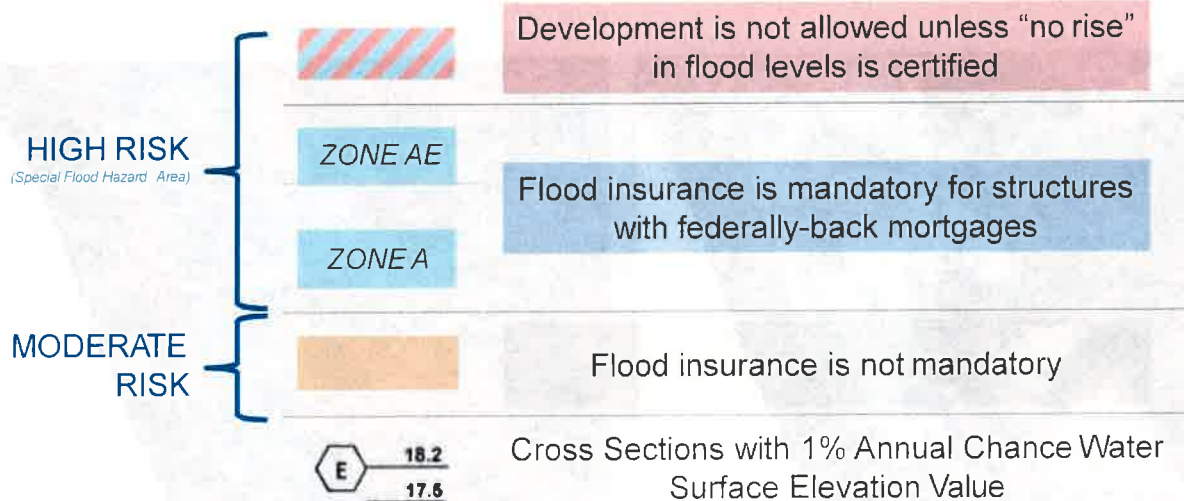
Flood Study Update



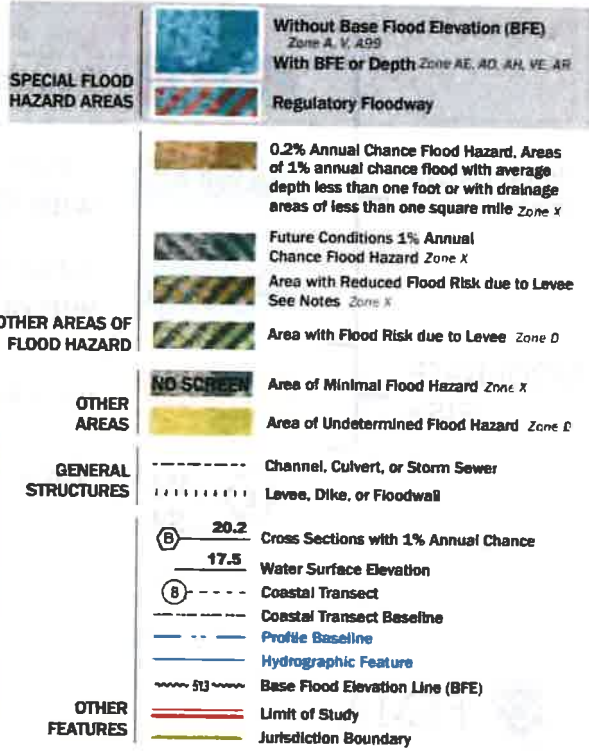
Floodplain Map Overview



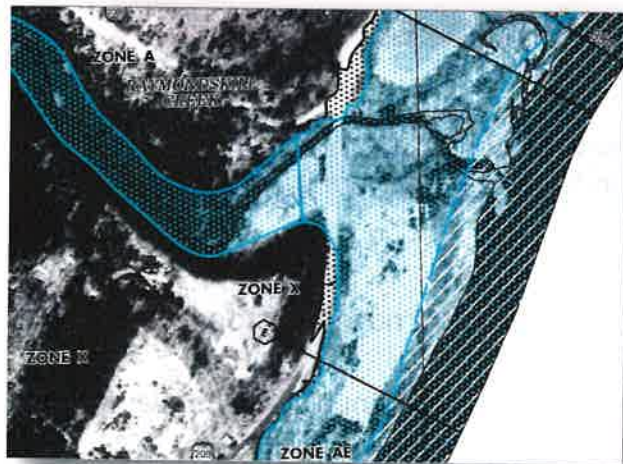
Floodplain Map Overview



Floodplain Map Overview



Current vs. New FIRM Panels



What We Studied

➤ All communities in Pike County included in study:

Township of Blooming Grove	Borough of Milford
Township of Delaware	Township of Milford
Township of Dingman	Township of Palmyra
Township of Greene	Township of Porter
Township of Lackawaxen	Township of Shohola
Township of Lehman	Township of Westfall
Borough of Matamoras	



Study Overview

Revised Modeling and Mapping, including:

- Updated GIS-based regulatory products, including:
 - Updated maps / database / report formats based on new FEMA guidelines and specifications
- Utilization of high-resolution topographic data (for modeling and mapping)
- **Detailed 'Zone AE' Studies –**
 - Restudy of 41 miles of detailed Zone AE streams
 - Redelineations on Delaware River (62.5 miles), Lake Wallenpaupack (11.3 miles) and Wallenpaupack Creek (1.1 miles)
- **Approximate 'Zone A' Studies – 468 miles**



Study Overview (continued)

Revised Modeling and Mapping, including:

- Evaluation of Letters of Map Change (LOMCs)
 - Case-by-case results shown in a *Summary of Map Actions* (SOMA) that is sent to applicable communities with Preliminary Maps and Letters of Final Determination (LFDs)
 - Letters of Map Revision (LOMRs)
 - Letters of Map Amendment (LOMAs) –
- Production of associated *non-regulatory* flood risk datasets

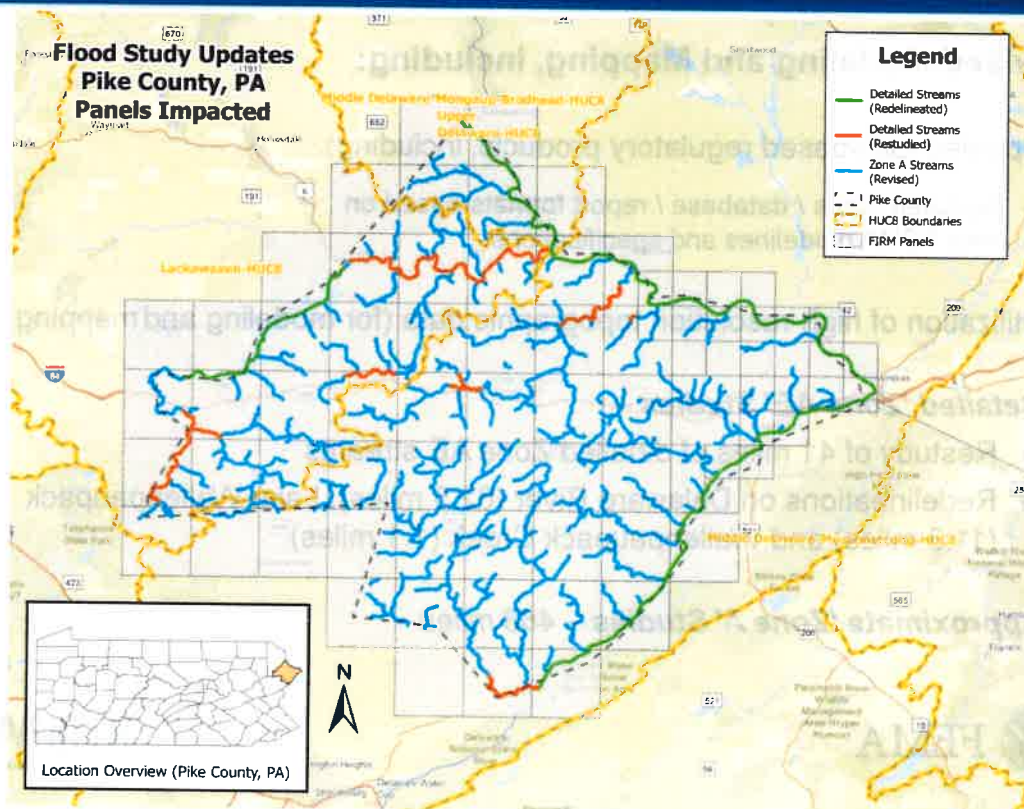


FEMA

13

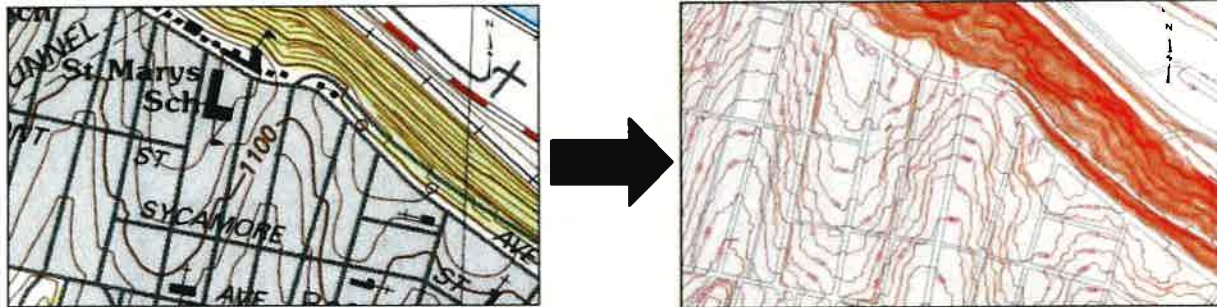
RiskMAP
Increasing Resilience Together

Study Overview MAP



Flood Study Data Collection - Lidar

- Lidar is improving the level of detail available for topological analysis

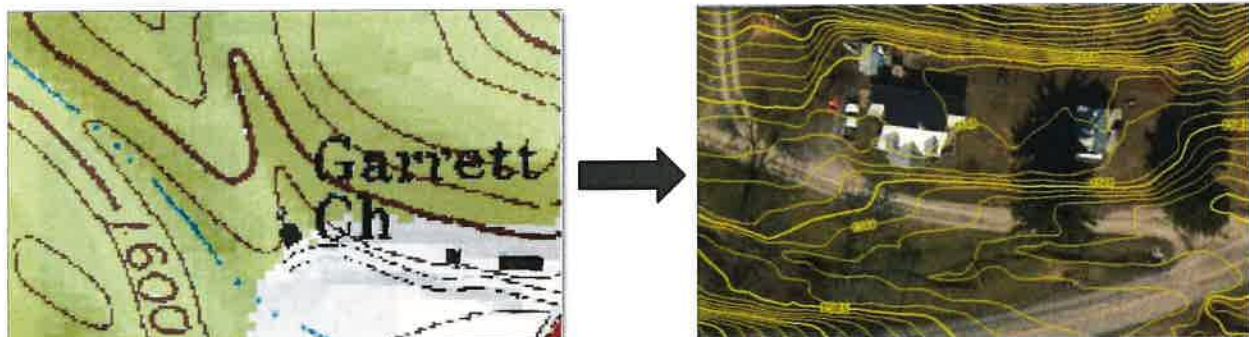


Topographic Data

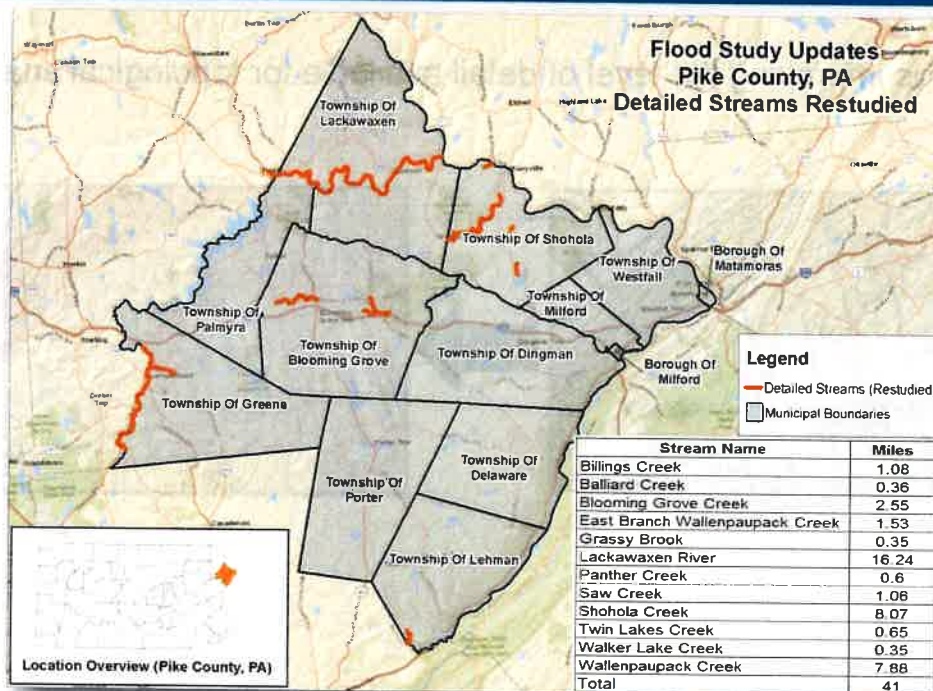
1. Redelineation & Detailed Study: 2008 LiDAR Based DEM
2. New 2D Zone A: 2019 LiDAR Based DEM

LiDAR = Light Detection and Ranging

- *Uses light pulses and GPS to survey elevation data*
- *Improves the level of detail for hydraulic modeling and floodplain delineation*



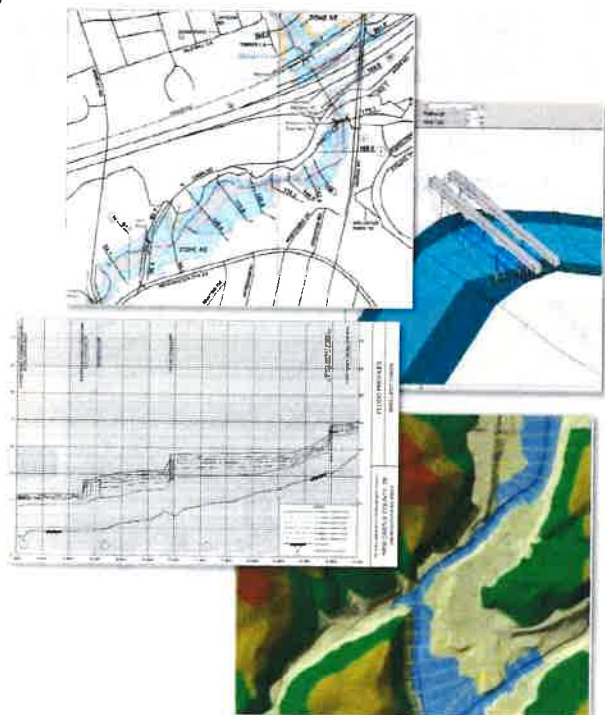
Leveraged Study – Detailed Restudy



Hydraulic Analyses – Zone AE

Detailed 'Zone AE' Studies (41 miles)

- Developed using HEC-RAS version 5.0.3
- Generally used in areas with higher development / higher development potential
- Structures are modeled (e.g. culverts, bridges)
- Detailed hydraulic parameter refinement (coefficients, obstructions, Manning's 'n' values, etc.)
- Encroachments computed and regulatory floodways mapped
- Multiple flood profiles included in FIS.
- Floodway, cross sections, BFES, 1%-annual-chance, and 0.2%-annual-chance event floodplains shown on FIRMs



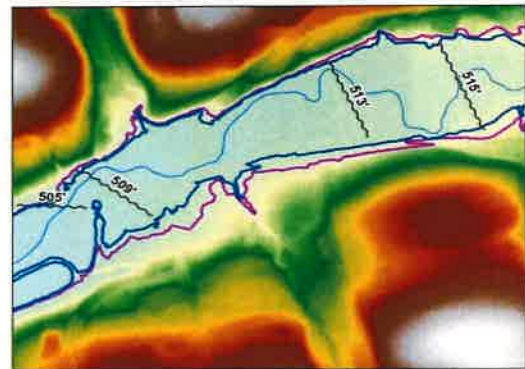
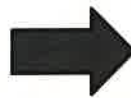
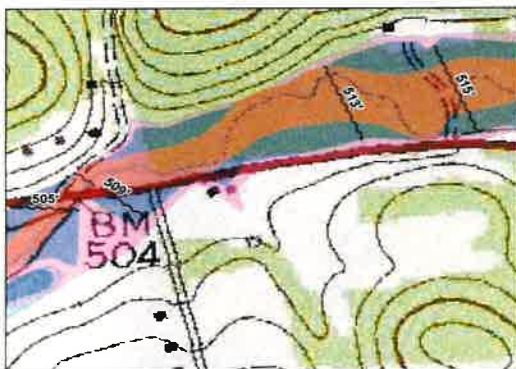
Hydraulic Analyses – Zone AE

➤ Zone AE Restudy streams:

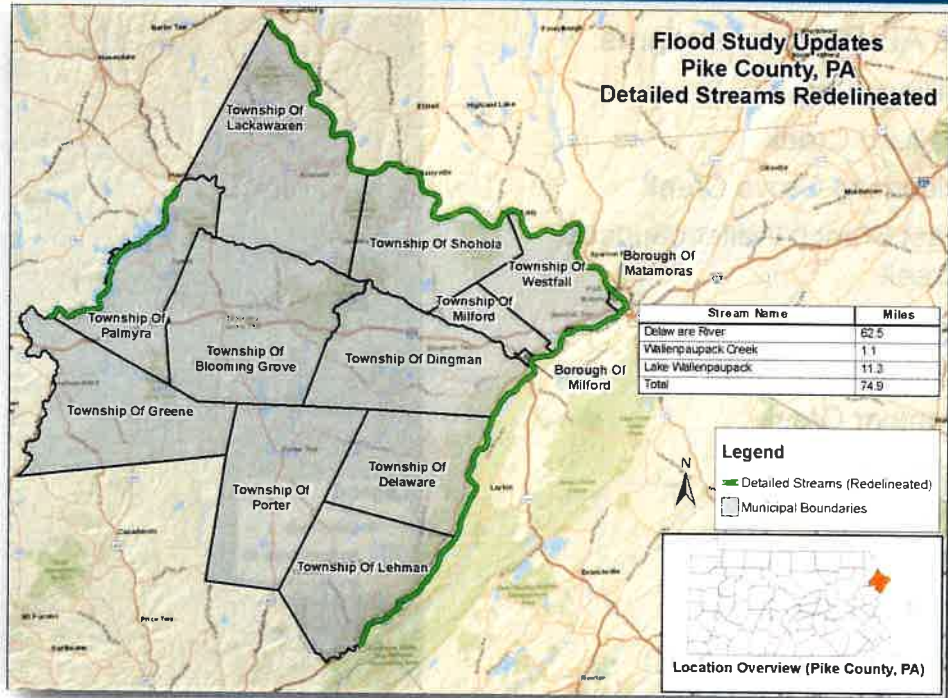
- Billings Creek
- Balliard Creek
- Blooming Grove Creek
- East Branch Wallenpaupack Creek
- Grassy Brook
- Lackawaxen River
- Panther Creek
- Saw Creek
- Shohola Creek
- Twin Lakes Creek
- Walker Lake Creek
- Wallenpaupack Creek



Study - Redelineation



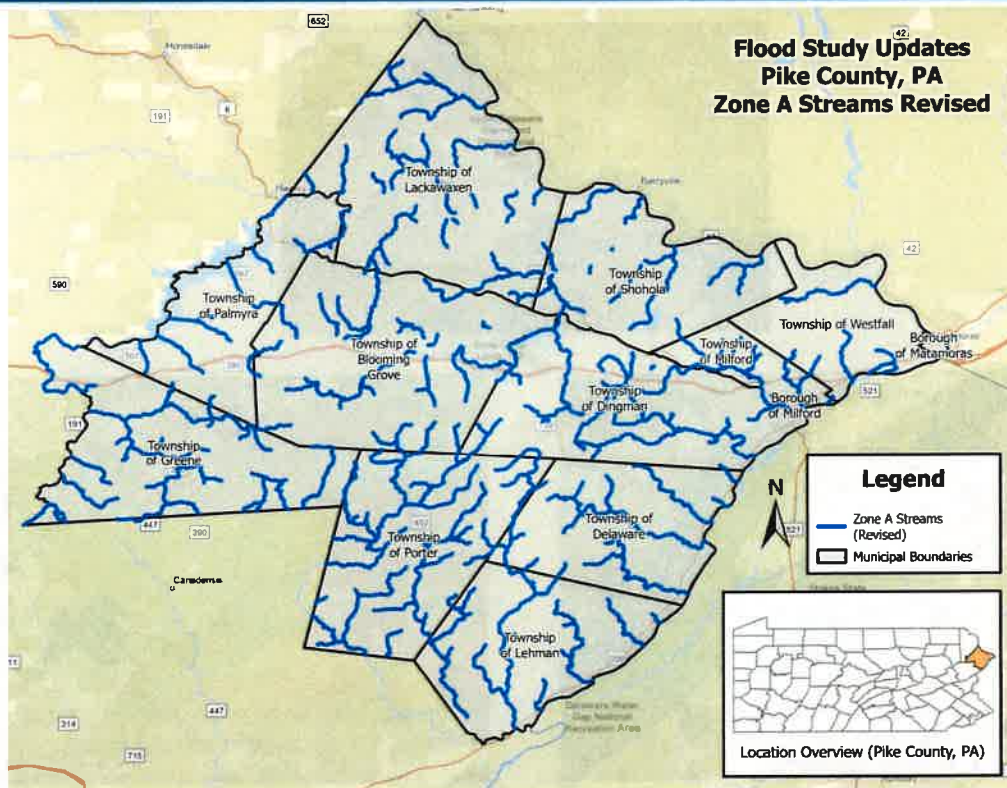
Leveraged Study - Redelineation



Leveraged Study - Redelineation



What's New – Revised Zone A

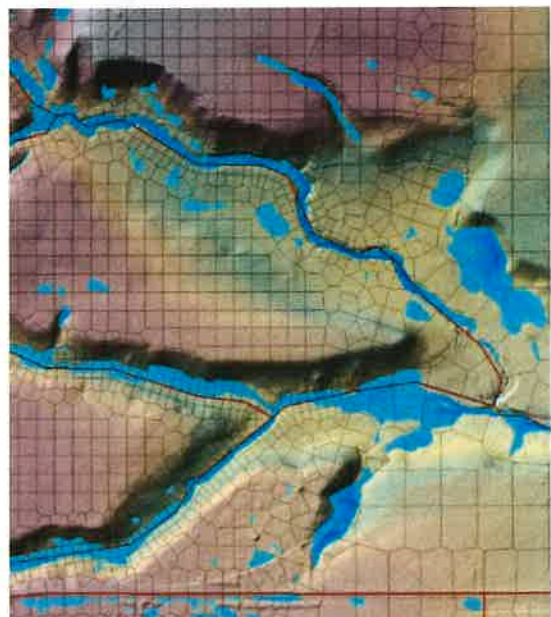


17

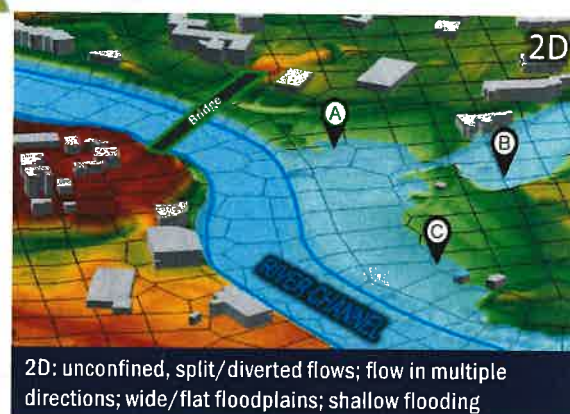
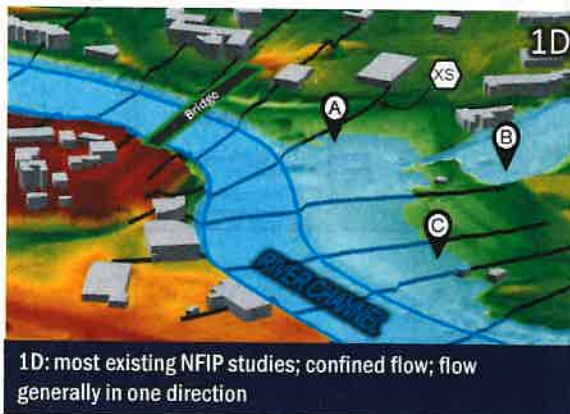
Hydraulic Analyses – Zone A

Approximate 2D 'Zone A' Base Level Study (468 miles)

- Generally used in areas with lower development / lower development potential
- Ideal for capturing wetland ponded areas in Pocono Mountain geophysical province.
- Model mesh generated from LiDAR used for hydraulics:
 - Automated processes
 - Does not include information below normal water surface
 - No structures are modeled
 - No Floodway or BFEs
 - Multi-frequency flood values computed but only 1% annual chance on FIRM



Hydraulic Analyses – 1D vs 2D



Hydraulic Analyses – 1D vs 2D

Hydraulic Variables	One-dimensional (1D) Modelling*	Two-dimensional (2D) Modelling*
Flow direction	Assumed by user	Computed
Flow paths	Assumed by user	Computed
Channel roughness	Assumed constant between cross sections	Assumed at each element
Ineffective (blocked) flow areas	Assumed by user	Computed
Flow contraction and expansion through bridges	Assumed by user	Computed
Flow velocity	Averaged at each cross section Assumed in one direction	Magnitude and direction Computed at each element
Flow distribution	Assumed based on conveyance	Computed based on continuity
Water surface elevation	Assumed constant across cross sections	Computed at each element
Momentum	Not accounted for	Computed at each element

Hydraulic Analyses – Zone A

Comparison of 1D Effective Mapping versus Draft 2D Results



Hydraulic Analyses – Zone A

Comparison of 1D Effective Mapping versus Draft 2D Results



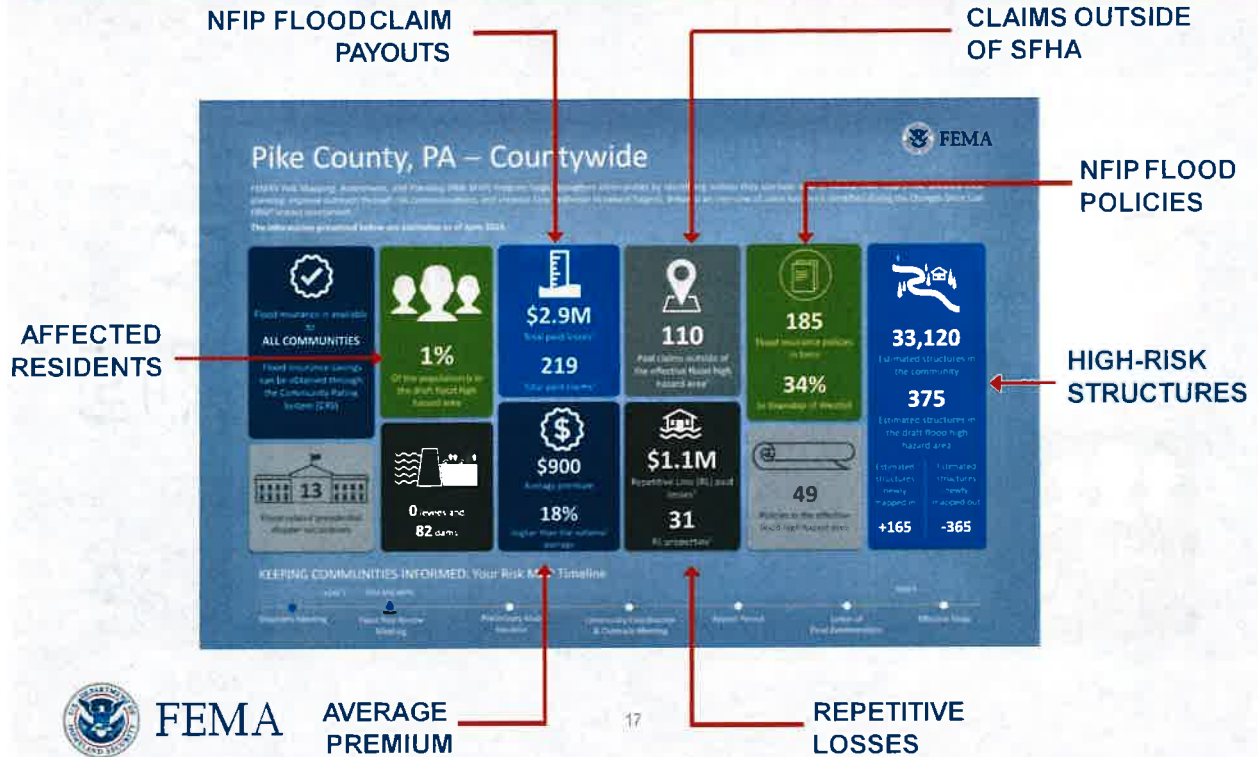
Study Impacts



Significant Impacts Overview

- Compared to effective NFHL, **widening and narrowing of the 1-percent-annual-chance floodplain (SFHA) extent** was observed throughout the county.
- Extended study reaches (with drainage areas of 1 square mile and greater, and not on current effective FIRM) result in new properties within the SFHA.
- Most streams experienced both **increases and decreases** when comparing the computed model WSELs to the current regulatory base flood elevations.
- **More structures will be mapped out than mapped in.** Basic estimate: -365 / +165

Flood Risk Dashboard



Flood Risk Dashboard

Pike County, PA – Countywide

FEMA's Risk Mapping, Assessment, and Planning (Risk MAP) Program helps strengthen communities by identifying actions they can take now to reduce their hazard risk, enhance local planning, improve outreach through risk communications, and increase local resilience to natural hazards. Below is an overview of some key items identified during the Changes Since Last FIRM's impact assessments.

The information presented below are estimates as of June 2024.



Flood Risk Dashboard



Township of Blooming Grove/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. * Flood Insurance Risk Map - Since 2017.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Delaware/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. * Flood Insurance Risk Map - Since 2017.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Dingman/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Rate Map. ²Since 1975.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Greene/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Rate Map. ²Since 1975.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Lackawaxen/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Risk Map. ²Since 1978.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline

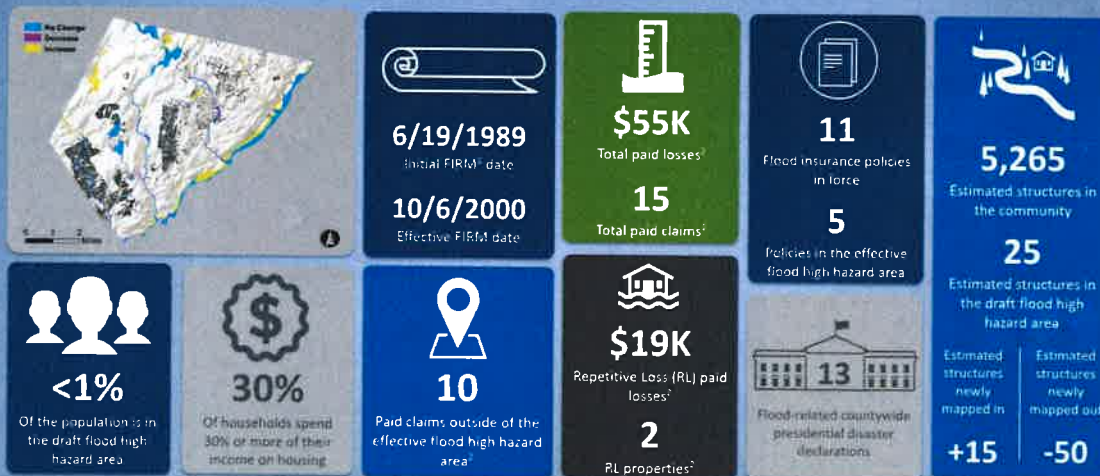


Flood Risk Dashboard



Township of Lehman/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Risk Map. ²Since 1978.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Borough of Matamoras/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. *Flood Insurance Rate Map. †Since 1978.)



1/5/1989
Initial FIRM[†] date

10/6/2000
Effective FIRM[†] date

\$598K
Total paid losses[‡]

53
Total paid claims[‡]

30
Flood insurance policies in force

1
Policies in the effective flood high hazard area

1,090
Estimated structures in the community

5
Estimated structures in the draft flood high hazard area

<1%
Of the population is in the draft flood high hazard area

23%
Of households spend 30% or more of their income on housing

13
Paid claims outside of the effective flood high hazard area[‡]

\$160K
Repetitive Loss (RL) paid losses[‡]

4
RL properties[‡]

13
Flood-related countywide presidential disaster declarations

+0
Estimated structures newly mapped in

-0
Estimated structures newly mapped out

KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Borough of Milford/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. *Flood Insurance Rate Map. †Since 1978.)



6/1/1989
Initial FIRM[†] date

10/6/2000
Effective FIRM[†] date

\$0
Total paid losses[‡]

6
Total paid claims[‡]

2
Flood insurance policies in force

2
Policies in the effective flood high hazard area

600
Estimated structures in the community

10
Estimated structures in the draft flood high hazard area

1%
Of the population is in the draft flood high hazard area

40%
Of households spend 30% or more of their income on housing

0
Paid claims outside of the effective flood high hazard area[‡]

\$0
Repetitive Loss (RL) paid losses[‡]

0
RL properties[‡]

13
Flood-related countywide presidential disaster declarations

+5
Estimated structures newly mapped in

-25
Estimated structures newly mapped out

KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Milford/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Rate Map, ²Since 1974.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Palmyra/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Rate Map, ²Since 1974.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Porter/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Rate Map. ²Since 1974.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



Flood Risk Dashboard



Township of Shohola/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. ¹Flood Insurance Rate Map. ²Since 1974.)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline

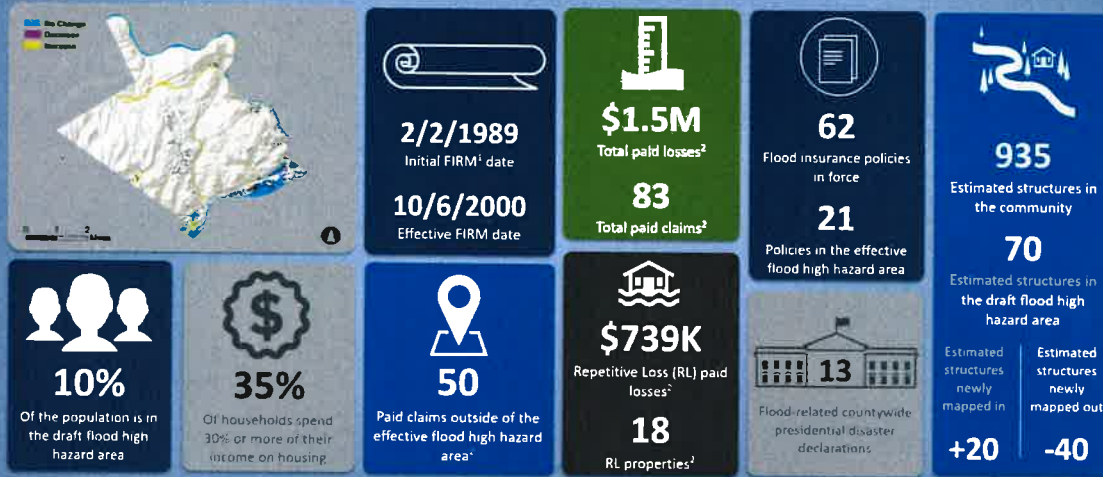


Flood Risk Dashboard



Township of Westfall/Pike County, PA

KNOW YOUR RISK (The information presented below are estimates as of June 2024. *Flood Insurance Risk Map, *Since 2019)



KEEPING COMMUNITIES INFORMED: Your Risk MAP Timeline



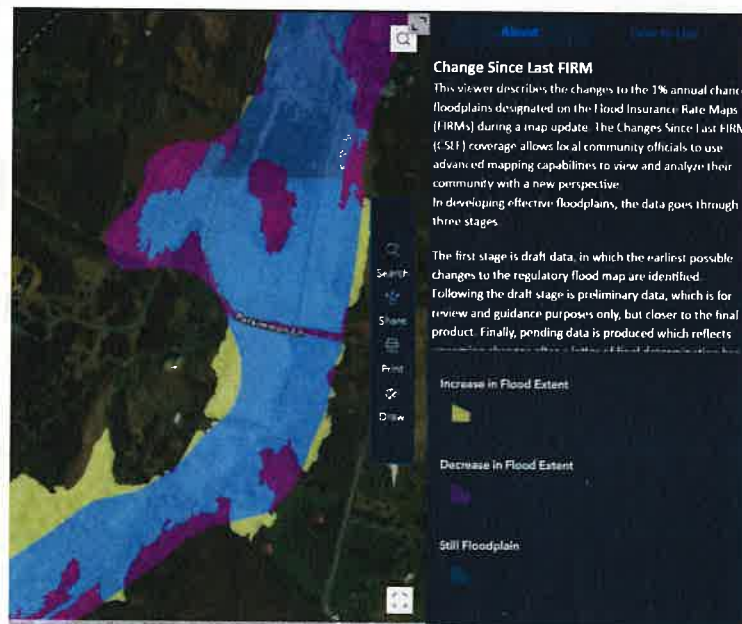
How Did the Floodplain Maps Change?

FEMA Region 3
Changes Since Last FIRM
(CSLF) Viewer:
<https://arcg.is/LCSbu0>

Change in Floodplain Extents:

- Purple – Decrease
- Blue – Still Floodplain
- Yellow – Increase

*Map view has scale-dependent layers



National Flood Hazard Layer

Visit <https://www.fema.gov/national-flood-hazard-layer-nfhl> for multiple options to view and download NFHL data.

Accessing the National Flood Hazard Layer

Map Service Centes

Access local and National Flood Hazard Layer data by searching FEMA's Map Service Center.

[FEMA's Map Service Center](#)

NFHL ArcGIS Viewer

Or, you may view, download and print current local effective flood hazard data in an ArcGIS map.

[NFHL Viewer](#)

In the FEMA Viewer, you can use the address search or map navigation to locate an area of interest and the NFHL Print Tool to download and print a full Flood Insurance Rate Map (FIRM) or FIRM file (a smaller, printable version of a FIRM) where modernized data exist. Technical GIS users can also utilize a series of dedicated GIS web services that allow the NFHL data to be incorporated into web sites and GIS applications. For more information on available services, go to the [NFHL GIS Services User Guide](#).

You can also use the address search on the [FEMA's Flood Hazard Service Center \(FHSC\)](#) to view the NFHL data or download a FIRM file. Using the "Search All Products" on the FHSC, you can download the NFHL data for a County or State in a GIS file format. This data can be used in most GIS applications to perform spatial analysis and for integration into custom maps and reports. To create, you will need GIS or mapping software that can read data in the specific format.

FEMA also offers a download of a KMZ file (a portable file format) which embeds the data in Google Earth™. For more information on using the data in Google Earth™, please see [Using the National Flood Hazard Layer's Map Service \(NHL\) in Google Earth™](#).

Draft National Flood Hazard Layer

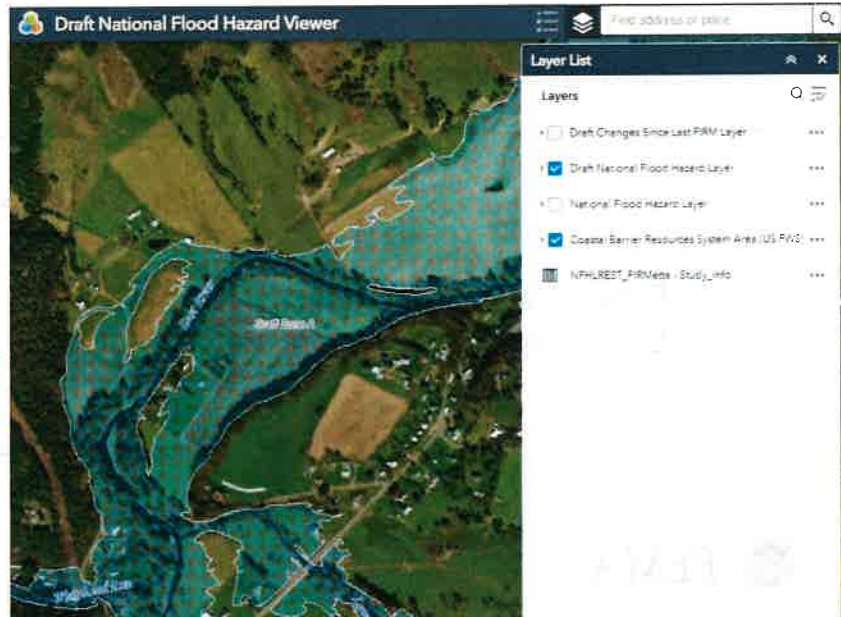
The [Draft National Flood Hazard Layer](#) is for early awareness of possible changes to regulatory flood map information. Until the data becomes effective and it appears in the National Flood Hazard Layer, the data cannot be used to raise flood insurance policies or enforce the federal mandatory purchase requirement.

Preliminary Flood Hazard Data

Preliminary Flood Hazard data provides the public an early look at their home or community's projected risk to flood hazards. Preliminary data may include new or raised Flood Insurance Rate Maps (FIRMs), Flood Insurance Study (FIS) Reports and FIRM Databases. [See your community's preliminary Flood Hazard data.](#)

Pending Flood Hazard Data

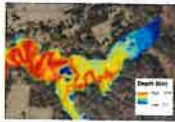
Pending flood hazard data provides the public an early look at their home or community's projected risk to flood hazards. Pending data may include new or raised Flood Insurance Rate Maps (FIRMs), Flood Insurance Study (FIS) Reports and FIRM Databases. [See your community's preliminary Flood Hazard data.](#)



Using Flood Risk Data to Identify and Reduce Risk



Types of Flood Risk Products



Flood Depth & Analysis Grids

Changes Since Last FIRM



Water Surface Elevation Grids

Flood Risk Assessment /
Economic Loss Estimates

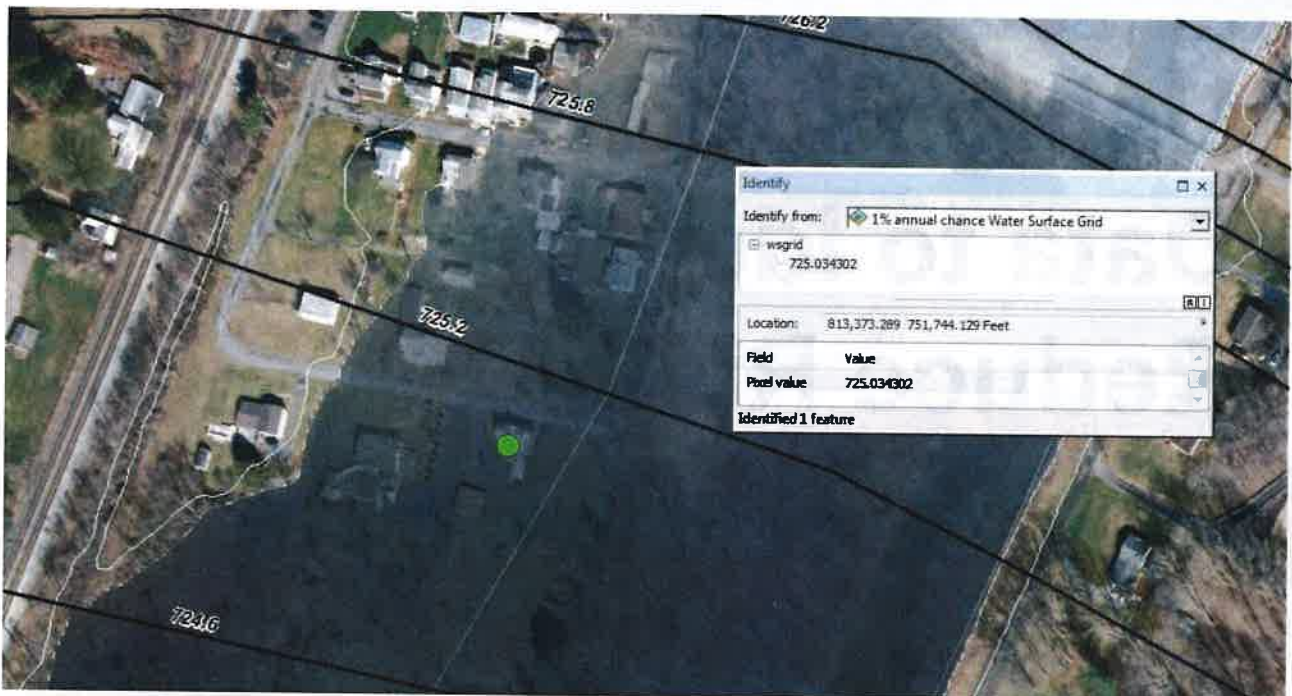


Areas of Mitigation Interest



Water Surface Elevation Grids

Represent the continuous water surface elevations as determined at modeled cross-sections and interpolated values between cross sections



Depth Grids

Represent the difference between the ground surface and the water surface elevations

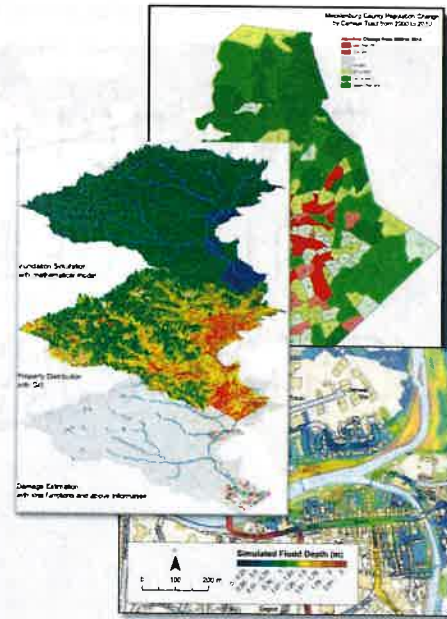


Flood Hazard Mitigation Planning



Using FRPs to Manage Development

- Structure-based depth of flooding analyses
- Prioritization of mitigation action
- Residential/commercial density in the floodplain
- Location/inundation area of historic events
- Properties with insurance policies and as a percentage of the population
- Areas of population growth
- Areas requiring protection



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RiskMAP
Increasing Resilience Together

Floodplain Management



RiskMAP
Increasing Resilience Together

Flood Risk Doesn't Stop at a Line

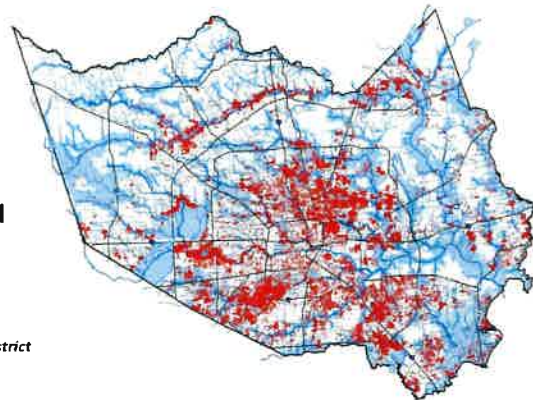
- 25% of all flood insurance claims come from outside high-risk areas.
- Your community can regulate to standards higher than the NFIP minimum standards. Consider strengthening regulations using:
 - 0.2% annual chance flood
 - “Freeboard”
 - Buffer around Special Flood Hazard Area (SFHA)
 - Flood depth grids

HURRICANE HARVEY GREATER HOUSTON

154,170 Homes Flooded

32% < 100-yr
23% > 100 yr, < 500 yr
46% > 500 yr

SOURCE: Harris County Flood Control District



FEMA

Floodplain Management

- **Permits are Required for ALL Development in the floodplain!**
- Development means any **manmade change** to improved or unimproved real estate
- Build it **right** and insurance premiums will be more affordable
- Build it **wrong** and premiums will be very expensive



Township of Westfall, Pike County, PA



FEMA

Floodplain Management

- Communities must regulate based on FIRMs
- Development should be reasonably safe from flooding
- Permits are required for all development
- State/federal permits are required
- Elevate and/or construct with flood-resistant materials
- Locate and design mechanicals to minimize or eliminate flood damage
- Locate and design public utilities and facilities to minimize or eliminate flood damage



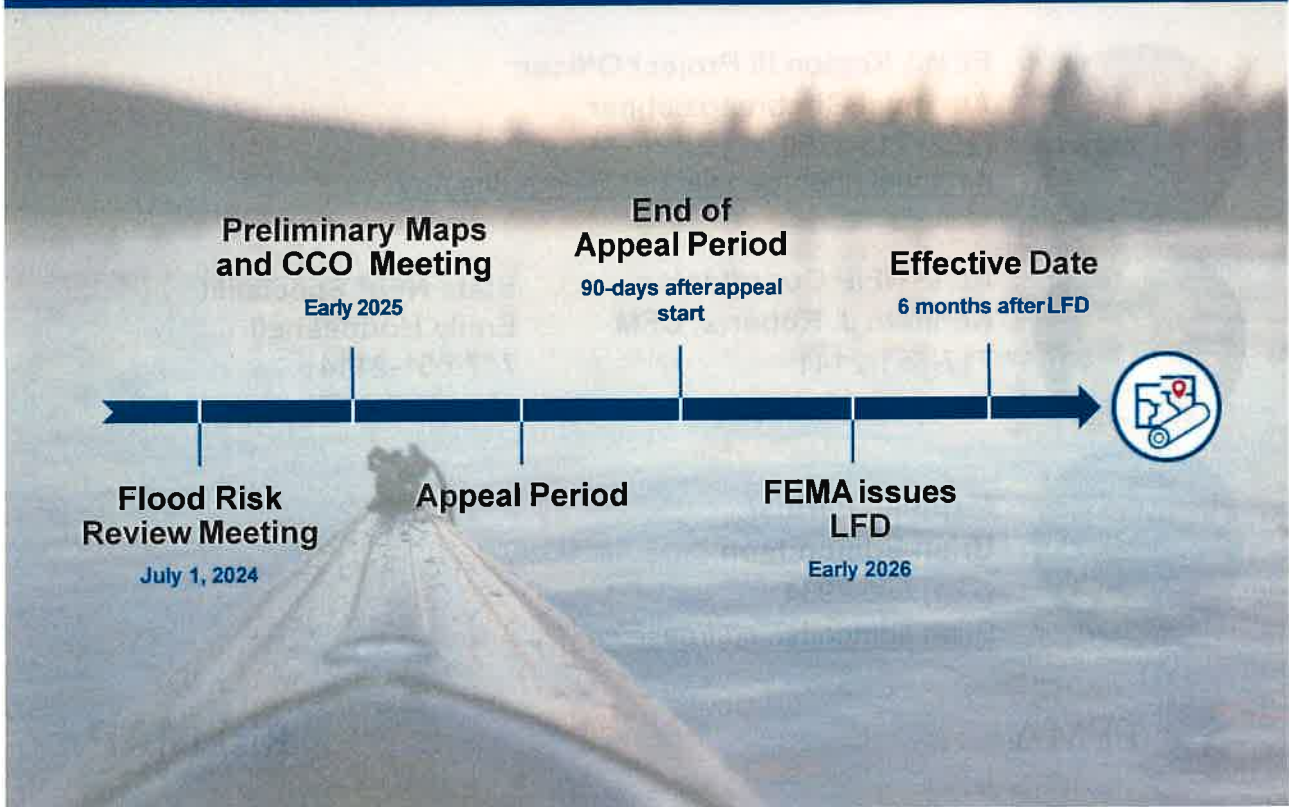
A Zones: top of lowest floor (residential) elevated to or above the base flood level



Discussion



Timeline – Looking Ahead



We want to hear from you!

- 30-day review and comment period
- Region 3 Flood Map Changes Viewer: <https://arcg.is/LCSbu0>
- Review the materials we will be sending you
- We are available to answer questions
- Talk about mitigation actions in your community
- ***Thank you for your participation!***



Project Contacts



FEMA Region III Project Officer:
Amanuel Ghebreegziabher
(202) 718-2759
amanuel.ghebreegziabher@fema.dhs.gov



State NFIP Coordinator:
Kenneth J. Roberts, CFM
717-651-2141
kennrobert@pa.gov

State NFIP Specialist:
Emily Houdeshell
717-651-2114
ehoudeshel@pa.gov



Mapping Partner:
Brian Edmondson
(281) 650-7934
Brian.edmondson@freese.com



FEMA





FEMA

July 1, 2024
1:00 – 2:30 p.m.

Flood Risk Review (FRR) Meeting Notes Pike County, Pennsylvania

Welcome and Introductions

Meeting opened with introductions, including the presenters of the meeting:

- Amanuel Ghebreegzabher, FEMA Region 3 Project Officer
- Brian Edmondson, Mapping Partner
- Sarah K. Bowen, Mapping Partner
- Kenneth J. Roberts, State NFIP Coordinator
- Emily Houdeshell, State NFIP Specialist

The agenda for the meeting was reviewed:

- Welcome & Introductions
- Where We Are – Draft Maps
- Flood Study Update
- Study Impacts
- Using Flood Risk Data to Reduce Risk
- Floodplain Management
- Discussion

There were 13 local community representatives, and 6 State and Federal partners – please refer to the attendee list at the end of this document.

Presentation

Where We Are – Draft Maps

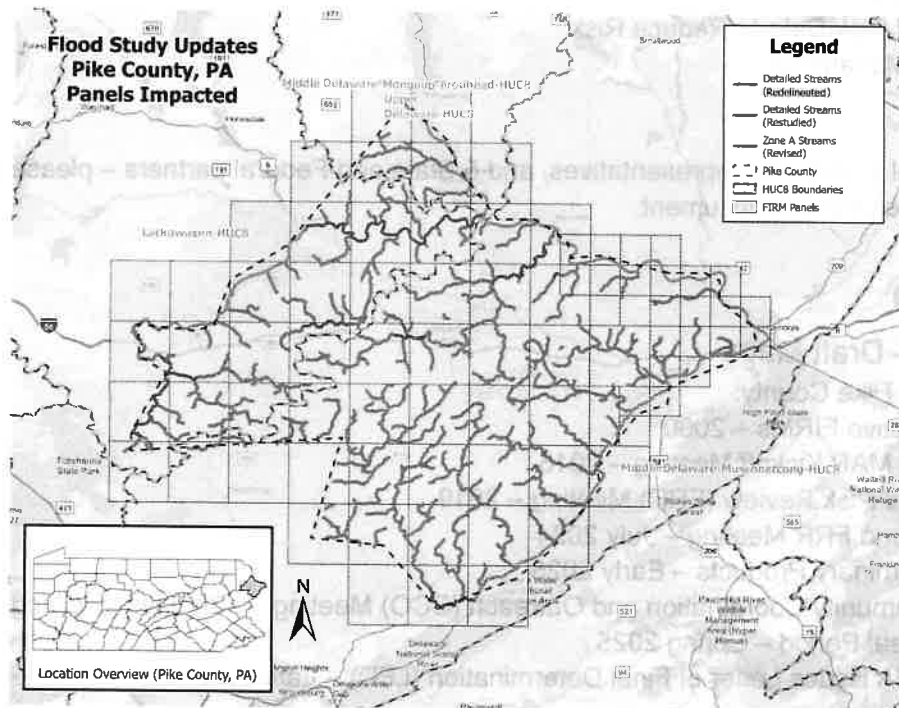
- Timeline for Pike County:
 - Effective FIRMs – 2000
 - Risk MAP Kickoff Meeting – 2016
 - Flood Risk Review (FRR) Meeting – 2019
 - Second FRR Meeting – July 2024
 - Preliminary Products – Early 2025
 - Community Coordination and Outreach (CCO) Meeting – ~30 days following Preliminary Maps
 - Appeal Period – Spring 2025
 - FEMA issues Letter of Final Determination (LFD) – Late 2025



- Final Maps Become Effective – 6 Months after (LFD)
- The Flood Risk Review (FRR) meeting gives local officials an opportunity to examine draft study results (including new study reaches), discuss how the analysis and mapping have changed since the previous FIRM, and work collaboratively to ensure that the needs of the community and its partners are met.
- Preliminary flood maps are scheduled to be released in early 2025, and another meeting will be scheduled to help County and community representatives prepare for outreach to property owners affected by the preliminary maps. Afterwards, a 90-day appeal period for all new or modified flood hazard information will start (anticipated for Spring 2025).
- Maps are expected to be finalized through a Letter of Final Determination (LFD) in late 2025 and will become effective six months later. However, if appeals are received the process may take longer.

Flood Study Update

- The forthcoming Preliminary FIRMs and associated products will follow a new format (including symbology, labeled elevations on modeled cross-sections, and more).
- Summary of primary FIRM features was presented, such as definition of the regulatory 1% annual chance flood hazard (aka Special Flood Hazard Areas (SFHAs) and different zone designations such as Zone AE / Zone A).
- Updates and analysis include:
 - Utilization of GIS-based regulatory products
 - Utilization of high-resolution topographic data for modeling and mapping
 - 41 miles of detailed 'Zone AE' studies
 - Redelineations on Delaware River (62.5 miles), Lake Wallenpaupack (11.3 miles) and Wallenpaupack Creek (1.1 miles)
 - 468 miles of Approximate 2D 'Zone A' studies
 - Evaluation of Letters of Map Change
 - Production of associated non-regulatory flood risk datasets





Study Impacts

- Compared to effective NFHL, widening and narrowing of the 1-percent-annual-chance floodplain (SFHA) extent was observed throughout the county.
- Extended study reaches (with drainage areas of 2 square mile and greater, and not on current effective FIRM) result in new properties within the SFHA.
- Most streams experienced both increases and decreases when comparing the computed model WSELs to the current regulatory base flood elevations.
- Dashboards were presented and discussed, including a countywide roll-up and by individual community.
 - More structures will be mapped out than mapped in. Basic estimate: -365 / +165
 - Overall, there have been 110 claims that have been outside the SFHAs.
 - Overall, there have been 31 repetitive loss properties, that were paid \$1.1 million in repetitive losses.
- The draft data can be accessed by the following platforms:
 - FEMA Region 3 Changes Since Last FIRM (CSLF) Viewer: <https://arcg.is/LCSbu0>
 - National Flood Hazard Layer at <https://msc.fema.gov/draft> and <https://www.fema.gov/national-flood-hazard-layer-nfhl>

Using Flood Risk Data to Reduce Risk


- Reviewed the types of Flood Risk Products, including Water Surface Elevation Grids and Depth Grids.
- This information is available to use for Hazard Mitigation Plan update and mitigation projects in your community.
- Now is the time for communities to start assessing the impacts of the new floodplain boundaries.
- Next touch point will be in approximately 6-8 months when all the preliminary flood risk products are ready.

Floodplain Management

- Discussed floodplain ordinance adoption timeline.
- Permits are Required for all development in the regulatory floodplain.
- Communities can regulate to standards higher than the NFIP minimum standards. For additional information and resources, visit: <https://www.fema.gov/floodplain-management/manage-risk/local>.
- The NFIP has a new pricing approach that considers more flood risk variables to more accurately reflect property-specific flood risk <https://www.fema.gov/flood-insurance/risk-rating>.
- The process for updating and adopting a compliant floodplain ordinance will be a featured topic in the subsequent "CCO Meeting" that will take place after the release of Preliminary Maps.

Discussion

- Does a 100-year flood have a 1% chance of flood risk? Is development restricted within a 100-year floodplain given the trade-off between projected level of risk and economic development?
 - A 100-year flood has a 1% chance of occurring in any given year. This means that communities might experience a 100-year flood more frequently than once in 100 years, for instance, twice in five years or even two years in a row. Different development restrictions apply to different flood zones. Overall, development is completely restricted only within the Floodways; in other zones, blanket development restrictions are not applicable/mandatory. FEMA is producing and providing this information to inform community members of their flood risk and then it is up to



the community to decide to adopt a floodplain ordinance restricting development within the flood zones. Additionally, communities can choose from four different levels of restrictions in their ordinance.

- Are the new properties added to the floodplain based on the new mapping?
 - Yes, the new structures added are based on the new mapping. Community members will have opportunities to comment/give feedback on the new preliminary maps, for instance, based on where they have seen flooding or if they have a different understanding of flood risks in a given area.
- What would lead to a decrease and a property no longer being in the floodplain?
 - Since the last effective maps, 24 years have passed, and there are changes in methodology, changes in development/topography, and changes in tools. Overall, there are over 30 parameters that go into the modeling, any of which could result in these changes. The changes may also be based on the detailed data available through LiDAR technology. For example, for Zone AE, if additional surveying is done, that could result in a few feet difference in the floodplains. Overall, with these changes, more structures have been mapped out than in in the county.
- Looking at Sarah St, Milford as an example – would the map be defined enough to identify and notify property owners about their flood insurance requirements?
 - Yes, though there will be some properties where it is a close call and it is hard to tell from the CSLF if the building and property are in or out of the floodplain. In those cases, it is recommended that communities include those properties in outreach with a message that their property is close to SFHA changes that may impact their insurance. Following the preliminary maps release, FEMA and PEMA will share additional information on communities sending letters to property owners impacted by changes.
- What funding options are available to municipalities?
 - FEMA offers a range of funding options for municipalities such as BRIC grants, Hazard Mitigation Assistance grants, as well as post disaster funding options. Municipalities can explore these options and reach out to FEMA if they need any assistance or have questions.
- Does the floodplain ordinance manage septic tanks?
 - Yes, floodplain ordinances address all development in the floodplain. Community members are encouraged to look into their floodplain ordinance for applicable requirements on septic tanks.
- What does the 6-month period for floodplain ordinance adoption start?
 - Communities will have six months from the LFD issuance for floodplain ordinance adoption and will be contacted at the time regarding this process. A third-party contractor for PEMA will reach out to each community to assist and support them through the process and answer any questions. Now is the time for community members to talk to their emergency professionals and share where they have seen flooding issues and problems in their community and share feedback in the comment period.

Attendee List

Name	Community / Agency	Title	Email	Attended (Y)
Amanuel Ghebreegziabher	FEMA	FEMA Project Officer	amanuel.ghebreegziabher@fema.dhs.gov	Y
Ken Roberts	PEMA	State NFIP Coordinator	kennrobert@pa.gov	Y
Emily Houdeshell	PEMA	State NFIP Specialist	ehoudeshel@pa.gov	Y
Thomas Hughes	PEMA	State Hazard Mitigation Officer	thughes@pa.gov	
Lawrence West	PEMA	Deputy Director for Recovery	lawwest@pa.gov	
Brian Edmondson	WSP	Study Contractor	Brian.Edmondson@fruese.com	Y
Aashna Jain	WSP	Study Contractor	Aashna.Jain@wsp.com	Y
Sarah Bowen	WSP	Study Contractor	Sarah.K.Bowen@wsp.com	Y
Matthew Osterberg	Pike County	Chairman, County Commissioners	mosterberg@pikepa.org	
Michael Mrozinski	Pike County	Director, Community Planning	mmrozinski@pikepa.org	Y
Brian Snyder	Pike County	Community Planner	bsnyder@pikepa.org	Y
Nicholas Mazza	Township of Blooming Grove	Chair, Township Supervisors	nick.mazza@bloominggrovetownship.com	Y
Levi F. Travis II	Township of Blooming Grove	Zoning Officer	levi.travis@bloominggrovetownship.com	
Michael McCaffrey	Township of Blooming Grove	Floodplain Administrator	michael.mccaffery@bloominggrovetownship.com	
John Henderson	Township of Delaware	Chair, Township Supervisors	dtbos@ptd.net	
Code Inspections, Inc.	Township of Dingman, Delaware, Milford, and Shohola	Floodplain Administrator	ncpro@codeinspections.net	Y
Thomas Mincer	Township of Dingman	Chair, Township Supervisors	dingman@ptd.net	

Name	Community / Agency	Title	Email	Attended (Y)
Chris Wood	Township of Dingman	Zoning Officer	dtseo@ptd.net	
Justin Wittenbrader	Township of Greene	Chair, Township Supervisors	secretary@greenetownship.org	
Fred Courtright	Township of Greene	Engineer	fcourtright@gilmore-assoc.com	
Jeffrey Shook	Township of Lackawaxen	Chair, Township Supervisors	jeff@lackawaxentownshippa.gov	
Michael Mancino	Township of Lackawaxen	Floodplain Administrator	mike@lackawaxentownshippa.gov	
Ron Tussel	Township of Lackawaxen	Zoning Officer	rontussel@gmail.com	
Robert H. Rohner, Jr.	Township of Lehman	Chair, Township Supervisors	lehmanpk@ptd.net	
Stanley Whitaker	Township of Lehman	Zoning Officer	lehmanpk@ptd.net	Y
Eric Kudrich	Borough of Matamoras	President, Borough Council	ekudrich@matamorasborough.com	
Shawn Bolles	Borough of Matamoras	Zoning Officer	s.bolles@matamorasborough.com	Y
Corey Homer	Borough of Matamoras	Mayor	secretary@matamorasborough.com	
Thomas Olver	Borough of Matamoras	Coordinator - Emergency Management	t.olver@matamorasborough.com	
Joseph Dooley	Borough of Milford	President, Borough Council	joseph.dooley@milfordpa.org	
David Ruby	Borough of Milford	Floodplain Administrator	david.ruby1972@gmail.com	
Sean Strub	Borough of Milford	Mayor	secretary@milfordpa.org	
Gary M. Williams	Township of Milford	Chair, Township Supervisors	milfrdtp@ptd.net	
Robert DiLorenzo	Township of Milford	Floodplain Administrator	dilo295@gmail.com	
Kenneth Coutts	Township of Palmyra	Chair, Township Supervisors	administrator@palmyrapike.org	



Name	Community / Agency	Title	Email	Attended (Y)
John Marino	Township of Palmyra	Zoning Officer	zoning@palmyrapike.org	
Cheryl Schmitt	Township of Porter	Chair, Township Supervisors	cheryl.schmitt@portertownship.net	
Theresa Koch	Township of Porter		info@portertownship.net	
Gregory P. Hoeper	Township of Shohola	Chair, Township Supervisors	SHOHTWP@PTD.NET	
Ronald Tussel	Township of Shohola	Floodplain Administrator	shoholasewage@gmail.com	
Robert H. Llewellyn	Township of Westfall	Chair, Township Supervisors	westfallceo@optonline.net	
Lori McCrory	Township of Westfall	Floodplain Administrator	westfallsec@optonline.net	Y
Robyn Ficken	Township of Dingman	Zoning Officer	robymf@ptd.net	Y
Chris Wood	Township of Dingman	Zoning Officer	DTSEO@ptd.net	Y
Ellen Enslin	Pike County Conservation	Program Manager	eenslin@pikepa.org	Y
Tara Burnham	Pike County Conservation	District Manager	tmlodzienski@pikepa.org	Y
Lance Spodek	Township of Blooming Grove	Supervisor	lance.spodek@bloominggrovetownship.com	Y

Subject FEMA Firm Maps & Flood Risk Review Meeting

From Joe Cutri <jcutri@codeinspections.net>

To Krista Predmore <kpredmore@delawaretownship.pa.gov>, sue@dingmantownship.org <sue@dingmantownship.org>, milfrdtp@ptd.net <milfrdtp@ptd.net>, Shohola Township <shohtwp@ptd.net>

Cc milfordzoningofficer@gmail.com <milfordzoningofficer@gmail.com>, robynf@ptd.net <robynf@ptd.net>, Frank Tourscher <ftourscher@codeinspections.net>

Date Tuesday July 2, 2024 11:36:37 AM

Good morning everyone. This email is just to let you know that I was in attendance at the FEMA Flood Risk Review (FRR) Meeting yesterday. They discussed the updated FIRM maps which affect each municipality separately.

The boring part:

The current floor maps used a 1D LiDAR model to determine the flood hazard areas to identify the floodplains. The new 2D model included additional potential flood areas and removed some previously assumed flood areas.

The important part:

This mainly will affect the property **owners** who get flooded and seek aid through FEMA. The officials presenting the meeting yesterday stated we will be in receipt of follow-up information via email for adopting a new floodplain ordinance. Each municipality will be responsible for adopting a new ordinance (or amending any current ordinance) for FEMA to continue to provide coverage for flood-related claims. As they stated, if the municipality does not adopt a new floodplain ordinance, the residents of the municipality will not be able to seek remedy through FEMA for flood losses.

As they didn't provide much information or release the new FIRM maps, I cannot tell anyone what they have to do. I'm just passing along the information as I receive it. The reason I'm sending this email out myself is because as I was in attendance, FEMA is assuming I am representing the municipalities which had no other representation there. ***cc'd on this email are Shawn Bolles (Milford Zoning Officer) and Robyn Ficken (Dingman Ass. Zoning Officer), both of you may handle your territories, respectfully. I am just sending my email out to alert all that I was in attendance and that FEMA may assume my presence there reflected the municipal presence at the meeting for the areas that I cover.

Any questions, let me know...I will forward any new information I receive accordingly. FYI, no need to Reply-all to this, I just sent one email to all my areas vs 4 emails.

Thank you,

Joseph Cutri, Building Code Official
Code Inspections, Inc., PA L&I Certification # 004280
Covering Delaware, Dingman, Milford and Shohola Townships

Code Inspections, Inc. Pike County Office
268 Overton Road
P.O. Box 308
Dushore, PA 18614

Office: (570)928-9208

Personal Cell: (267)767-4923 *text messages preferred*
jcutri1219@gmail.com

Subject FEMA FRR Meeting Follow-up for Pike County, PA

From Bowen, Sarah <Sarah.K.Bowen@wsp.com>

To

mosterberg@pikepa.org <mosterberg@pikepa.org>, bsnyder@pikepa.org <bsnyder@pikepa.org>, mmrozinski@pikepa.org <mmrozinski@pikepa.org>, nick mazza <nick.mazza@bloominggrovetownship.com>, levi travis <levi.travis@bloominggrovetownship.com>, michael mcaffery <michael.mcaffery@bloominggrovetownship.com>, joanna donahue <joanna.donahue@bloominggrovetownship.com>, dtbos@ptd.net <dtbos@ptd.net>, ncpro@codeinspections.net <ncpro@codeinspections.net>, dingman@ptd.net <dingman@ptd.net>, dtseo@ptd.net <dtseo@ptd.net>, secretary@greentownship.org <secretary@greentownship.org>, fcourtright@gilmore-assoc.com <fcourtright@gilmore-assoc.com>, jeff@lackawaxentownshippa.gov <jeff@lackawaxentownshippa.gov>, mike@lackawaxentownshippa.gov <mike@lackawaxentownshippa.gov>, rontussel@gmail.com <rontussel@gmail.com>, admin@lackawaxentownshippa.gov <admin@lackawaxentownshippa.gov>, lehmanpk@ptd.net <lehmanpk@ptd.net>, e kudrich <e.kudrich@matamorasborough.com>, s bolles <s.bolles@matamorasborough.com>, secretary@matamorasborough.com <secretary@matamorasborough.com>, t olver <t.olver@matamorasborough.com>, joseph dooley <joseph.dooley@milfordpa.org>, david ruby1972 <david.ruby1972@gmail.com>, secretary@milfordpa.org <secretary@milfordpa.org>, milfrdtp@ptd.net <milfrdtp@ptd.net>, dilo295@gmail.com <dilo295@gmail.com>, administrator@palmyrapike.org <administrator@palmyrapike.org>, zoning@palmyrapike.org <zoning@palmyrapike.org>, cheryl schmitt <cheryl.schmitt@portertownship.net>, info@portertownship.net <info@portertownship.net>, SHOHTWP@PTD.NET <SHOHTWP@PTD.NET>, shoholasewage@gmail.com <shoholasewage@gmail.com>, westfallceo@optonline.net <westfallceo@optonline.net>, westfallsec@optonline.net <westfallsec@optonline.net>, Robert Rohner <rhr2@ptd.net>, Robert Llewellyn <robert.llewellyn.39@gmail.com>, 'Paul Schaldonat' <pschaldonat@gmail.com>, 'Paul Fischer' <debpaulfischer@verizon.net>, David J Twiss <djtpa1usa@gmail.com>, Robert Bernathy <robertfbernathy@gmail.com>, Lori McCrory <lori@sfmconsultingllc.org>, Shawn Bolles <airportparkmanager@gmail.com>, Lance Roger Spodek <Lance@SpodekLaw.com>, Joe Cutri <jcutri@codeinspections.net>

Cc

Brian.Edmondson <Brian.Edmondson@freese.com>, Durant, Jason Sevanick <jason.sevanick@wsp.com>, Caricato-Michalke, Kara <kara.caricatomichalke@wsp.com>, Jain, Aashna <Aashna.Jain@wsp.com>, Benne, Devon <Devon.Benne@mbakerintl.com>, danielle.curtis@mbakerintl.com <Danielle.Curtis@mbakerintl.com>, Ghebreegziabher, Amanuel <amanuel.ghebreegziabher@fema.dhs.gov>, Roberts, Ken <kennrobert@pa.gov>, ehoudeshel@pa.gov <ehoudeshel@pa.gov>, Thomas Hughes (thughes@pa.gov) <thughes@pa.gov>

Date Wednesday July 3, 2024 3:42:32 PM



FEMA

Dear Community Officials,

FEMA and Pennsylvania Emergency Management Agency would like to thank you for attending the Flood Risk Review (FRR) Meeting for Pike County, PA on Monday, July 1, 2024. The meeting presentation, meeting notes (including attendee list), and community dashboards are attached.

The FRR meeting is held to provide communities with a better understanding of the upcoming proposed changes to the regulatory floodplain boundaries and the Flood Insurance Rate Map (FIRM), and of flood risk mitigation opportunities at the local level.

FEMA and its partners have developed draft flood hazard information for Pike County, PA which is available for your community's review on the Region 3 Changes Since Last FIRM (CSLF) available at [CSLF - Pike County](#) or on FEMA's [Flood Hazard and Risk Data Viewer](#) (note that the online maps have scale dependencies, so data layers will display as you zoom in).

FEMA wants to ensure that the most up-to-date and accurate technical data is used to develop the flood risk products. FEMA relies on your feedback, partnership, and knowledge during this important project to determine the extent of flood risk in your community. **The 30-day comment period for the draft flood hazard data will run through July 31, 2024.** Please send comments to the following:

- FEMA Project Officer, Amanuel Ghebreegziabher – amanuel.ghebreegziabher@fema.dhs.gov
- State NFIP Coordinator, Ken Roberts – kennrobert@pa.gov
- Mapping Partner Project Manager, Brian Edmondson – Brian.Edmondson@freese.com

Comments will be evaluated, and responses will be provided (with revisions to data where applicable) prior to the release of preliminary FIRMs and related products. Note that additional opportunities to submit comments and appeals will be provided as this study moves through the Risk MAP process.

Thank you again for your partnership. It is your hard work that truly makes your communities more resilient. Please feel free to respond to this email with any questions, feedback, or ideas.

Thank you,
Sarah

Sarah K. Bowen, AICP, PP, CFM
RSC3 Deputy and Program Planning CAM
she/her/hers
Office: 215-398-3815 | Mobile: 215-715-4652
Sarah.K.Bowen@wsp.com

ARC | Zone 1 PTS

ADVANCING RESILIENCE *in* COMMUNITIES

A FEMA Production and Technical Services (PTS) Contractor

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