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**Board of Supervisor Workshop (Hybrid) Minutes  
July 15, 2024 6:30 pm  
(Zoom meeting ID was advertised in advance in the Pike County Dispatch)  
560 Route 6 & 209**

Township Supervisors held an Executive Session to discuss potential litigation.

**Board of Supervisor (Hybrid) Minutes  
July 15, 2024 7:00 pm  
(Zoom meeting ID was advertised in advance in the Pike County Dispatch)  
560 Route 6 & 209**

A scheduled meeting of Milford Township Supervisors was called to order at 7:02 P.M. by Chairman Gary Williams. Also present were Vice Chair Rachel Hendricks, Supervisor Robert Di Lorenzo, Solicitor Anthony Magnotta, Secretary/Treasurer Shahana Shamim, and Asst. Secretary/Treasurer Michele Long.

Chairman Williams requested a moment of silence in memory of Mr. Don Quick, former Milford Township Supervisor who recently passed away.

**Review of June 17, Minutes:** Ms. Hendricks made a motion to table the June 17, 2024 minutes until the next meeting; Mr. Di Lorenzo seconded; Motion passed.

**Treasurer's Report:** Ms. Shamim reported the following bank balances; Wayne Bank Payroll: \$15,554.59; Wayne Bank Investment: \$73,969.83, Interest rate: 0.10%; Wayne Bank Ambulance: \$41,664.64; NBT Bank Checking Account: \$22,889.76, Interest rate 0.02%; NBT Bank Money Market: \$15,743.08; interest rate 3%; PLGIT General: \$274,355.40; monthly distribution yield: 5.11%; PLGIT Liquid Fuels: \$117,758.45; monthly distribution yield: 5.11%. Also, since the last meeting we received: \$1,205.80 from the fourth quarter of 2023, the remaining balance of the County EMS match, \$450 from Zoning, \$97.50 from Code Inspections, \$800 from Sewage, \$3,878.74 from Pike County Tax Claim Bureau, \$17,390.21 of real estate tax, \$2,898.37 of ambulance tax from the Tax Collector.

Mr. Williams made a motion to transfer \$10,000 from the Wayne Bank Investment account to the NBT Bank Checking account and transfer \$40,000 from the Wayne Bank Investment account to the PLGIT General account; Ms. Hendricks seconded; Motion passed.

**Roadmaster:** Crews have been patching the road near Lily Pond We are waiting for the Schocopee paving work to begin.

**Bridge #3 repairs on Schocopee Road- Open Bids** – No bids were submitted but Township Engineer John Fuller stated he had discussed the project with a few interested parties. Mr. Williams made a motion to re-advertise the Bridge #3 repairs on Schocopee Road with bids to be submitted by August 5, 2024 at 1:00 pm and bids to be opened at the August 5, 2024 at the regularly scheduled meeting. Ms. Hendricks seconded; Motion carried.

**Zoning Report:** A Sewage permit was issued for Earth Alive LLC. A Zoning Permit for Accessory Structure on Moon Valley Rd.

**Public participation:** Mr. Kevin Stroyan stated the work done by Mr. Don Quick for the Township should not go unnoticed including the Home Depot project years ago. Mr. Quick was straightforward and generous with his time and money for the community including paying for fireworks for a number of years as well as putting a star up on the hill above Milford. Mr. Stroyan went on to say how Mr. Quick helped many small businesses in the community. Supervisors agreed and said that they will look into something to memorialize his community service.

Ms. Natasha Ferousis with Light up the Spectrum asked for guidance as to what blueprints were needed to move forward with what the building inspector needed for approvals. Mr. Magnotta stated she had been provided an email narrative on what was needed and she is to contact the Building Inspector for clarification on what would be accepted for approvals as there have been building modifications from previous versions of blueprints that were submitted. Supervisors concurred she needs to contact the Building Inspector regarding next steps.

**Secretary's Report:** Ms. Long reported on the following correspondence: Individual NPDES permit issuance for Milford Highlands Lot 62 from DEP; Chapter 102 Inspection report from PCCD for 84/494 Reconstruction – 1 violation; Chapter 102 Inspection Report for Sandyston Construction, Milford Office with 2 violations; Blooming Grove Fire Dept. Buffet Breakfast flyer for July 14<sup>th</sup>; Invitation from Greater Pike Community Foundation for 9<sup>th</sup> Annual Awards Dinner to be held September 8, 2024; Email from Gail Hoffer-Loibl question on short-term rentals in the Township Comprehensive Plan draft; Email congratulating Lorelei Davis on completing two classes for Tax Collector Continuing Education credits; “Replace your hard to read license plate” flyer from Representative Olsommer on two dates July 20<sup>th</sup> and August 10<sup>th</sup>; Email with a “Municipal Resource Guide” developed by PCCD and the Pike County Office of Community Planning; Pike County 2024 Millage rates sheet.

#### **Old Business:**

**Zoning Hearing Board Alternate Member:** Ms. Hendricks made a motion to table this item until the next meeting; Mr. Williams seconded; Motion passed.

**Milford Township Comprehensive Plan-Change Order:** Ms. Hendricks asked for the change order to be submitted due to the unusually large number of comments submitted and that the Township has exhausted the funds from the original contract. The Plan will need to be resubmitted to the Pike County Office of Community Planning and the surrounding Townships. Ms. Hendricks made a motion to approve the change order of up to \$11,180.00 in addition to \$500 already billed in 2024 and allocate it to our ARPA funding; Mr. Di Lorenzo seconded; Motion passed.

**Pike County Comprehensive Plan** – The Township received notification that the County Comprehensive Plan has been submitted to the Commissioners and has begun the 45-day municipal comment period, then will be adopted.

Rachel mentioned a bill submitted by the legislature to allow Allegheny County to create a tax credit program so long-term residents will not suffer ill effects from reassessments which was a similar issue to the comment we submitted regarding the County Plan’s goal for county-wide reassessment.

#### **Sewage Act 537 Plan**

**HRG Proposal** - Ms. Hendricks stated the Township received a new proposal from HRG to resubmit the 537 Plan approved by DEP with a higher price than previously discussed, now over \$50,000, which they wanted Milford

Township to contribute ¼ of the cost for, though no capacity was being allocated and no service planned to be provided in the Township, nor did the cost include many of the items that the engineer was indicating will most likely be required by DEP.

**Consideration of withdrawing from Regional Act 537 Initiative** - The Township Board has had an executive session to discuss the potential for litigation with regard to this matter with our neighboring municipalities and the County. Ms. Hendricks made a motion that Milford Township withdraw from the Regional Act 537 Intermunicipal Agreement and notify the other municipalities and the County that we do not find this plan feasible and equitable, and allow our Township Solicitor to participate in the meeting to be held tomorrow regarding the Plan to deliver this correspondence withdrawing; Mr. Williams seconded; Motion passed unanimously.

Mr. Stroyan asked for additional guidance on his attendance to the meeting tomorrow and Supervisors asked that he and Mr. DiLorenzo attend the meeting as well as the Solicitor. Ms. Hendricks also indicated the DEP will not accept the Township's consistent position of voluntary hookups only according to correspondence recently received.

**DEP Door to Door Survey:** The DEP Door to Door Survey to be completed is yet to be determined. Ms. Hendricks made a motion to table further action in regard to the Door-to-Door surveys; Mr. DiLorenzo seconded; Motion passed.

#### **New business**

**Pike County Spongy Moth Task Force-** The County submitted a letter of request for a representative of the Township to participate in a Spongy Moth Task Force. Ms. Hendricks volunteered to represent the Township. Staff will notify the County that Ms. Hendricks will serve on the Task Force.

**Milford Equipment Rentals 139 Route 6- Land Development Plan** – Mr. Scott Keener and his Engineer, John Fuller, were in attendance. The Milford Township Planning Commission recommended the application with the conditions outlined in the transcript from the Conditional Use Hearing held June 3, 2024 be included on the Plan and that the comments from the County, PCCD, and the engineer be addressed. These conditions were reviewed, most of which were minor, but some had been submitted with little time for the Engineer to implement them on the Plan. Mr. DiLorenzo made a motion to accept conditional approval subject to meeting the conditions outlined by the County and the Engineer; Mr. Williams seconded; Motion passed. Ms. Hendricks requested that the lighting situation be outlined on the plan to clearly address any potential future change of plans.

**Milford Water Authority Fire Hydrants** – Ms. Hendricks made a motion to table this item until the next meeting; Mr. Williams seconded; Motion passed.

**One Stop Computers Agreement renewal** – Ms. Hendricks made a motion to approve the renewal of the annual agreement with One Stop Computers; Mr. DiLorenzo seconded; Motion passed.

**Milford Garden Club – Secret Garden Tour July 13<sup>th</sup>** Ms. Hendricks made a motion to ratify the use of the Township garden at the Township building for the Milford Garden Club Secret Garden tour on July 13<sup>th</sup> as all the required information had been submitted prior; Mr. DiLorenzo seconded; Motion passed.

**FEMA & PEMA Draft Flood Hazard Information – Public Comment period open** – There was discussion about the draft mapping and how it would impact landowners. Some of the areas identified are Sawkill Creek, Sunset Drive, and banks along the Vandermark. There is concern about the timing of the notifications and education to landowners on the impacts of being included on the mapping. Mr. DiLorenzo stated he would reach out to the Pike County Office of Community Planning requesting overlay mapping of the properties that have been added to the maps and what type of educational component will be in place to notify these landowners of the changes. Also discussed was a PCCD initiative to fix some stormwater/erosion areas along the Vandermark and if LSA funding would be an option to implement the recommended changes. Ms. Hendricks also asked to bring the FEMA presentations and educational programming ideas to the next COG meeting as some other Townships may be interested as well.

**Other Public Participation:** none

Mr. Williams made a motion to pay bills and adjourn the meeting at 8:17pm; Ms. Hendricks seconded; Motion carried.

**Paid Bills:**

7/1/2024: BRC- \$185.66; Leah White-\$395; North East Parts Group - \$14.99; One Stop Computers- \$699.99; Pike County Dispatch - \$937; Quill - \$51.98; Spring Hill Laser Services - \$60.00; Spring brook Enterprises - \$166.30; WEX Bank - \$236.01; Farley & Weed- \$1181.25; Anthony Magnotta- \$1170

7/15/2024: Eastern Waste & Recycling- \$39.75; Elan Financial Services- \$1,170.11; Kiley Associates- \$720; Milford Water Authority - \$87.85; Myer and Myer - \$42.50; Pike County Light and Power Co - \$1489.87; Shepstone Management Company - \$437.50; SockEm Web Solutions, LLC - \$100; UGI - \$74.66

Respectfully submitted

Michele Long  
Asst. Secretary