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Board of Supervisor Workshop (Hybrid) Minutes
October 7, 2024 6:30 pm
(Zoom meeting ID was advertised in advance in the Pike County Dispatch)
560 Route 6 & 209

Supervisors held an executive session to discuss personnel matters.

Shahana will produce break downs of spending posted to some of the line items from QuickBooks so that the 2025 budget proposal can be prepared.

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

A scheduled meeting of the Milford Township Supervisors was called to order at 7:00 p.m. by Vice Chairperson Rachel Hendricks. Also present were Supervisor Robert Di Lorenzo, Solicitor Anthony Magnotta, and Secretary/Treasurer Shahana Shamim.

Minutes of September 16, 2024: The Supervisors voted to approve these minutes, and the motion passed.

Treasurer's Report:

Ms. Shamim reported the following bank balances:

Wayne Bank Payroll: \$17,195.05; Wayne Bank Investment: \$12,117.28; Wayne Bank Ambulance: \$12,987.98; NBT Bank Checking Account: \$57,012.05; NBT Bank Money Market: \$15,861.33; PLGIT General: \$290,516.53; PLGIT Liquid Fuels: \$29,524.57. Additionally, since the last meeting, the following amounts were received: \$2,159.33 from Zoning, \$800 from Sewage, \$2,466.88 in delinquent taxes, \$2,010.62 in Real Estate Tax, and \$335.10 in ambulance tax. A total of \$6,291.55 in General Municipal Pension System State Aid was directly deposited into the PLGIT General Account, and the 2024 State-Aid allocation of \$13,074.23 supporting the Volunteer Fire Relief Association was also directly deposited.

Shahana stated that the last payroll was processed on September 30, with a gross amount of \$6,967.14. To comply with the ARPA expenditure resolution, the payroll account must be reimbursed from the PLGIT General account, where the ARPA funds are held. She also mentioned that following the last meeting, the attorney bill and the website management bill, totaling \$2,822.50, must also be

reimbursed to comply with the ARPA expenditure resolution. She requested that the Supervisors authorize these two transfers, and the Supervisors voted unanimously to approve them.

Zoning Report: Shahana reported that since the last meeting, a permit for an 18' above-ground pool was issued. She also stated that a change of use and a sign permit were issued to the Center for Developmental Disabilities, and a single-family residence permit along with a well permit for a property in Milford Highlands were also issued.

Public participation:

Mr. Fred Weber said that the sign reading 'Mixed Use Coming' next door was taken down, and he asked how that had happened. He also asked if the mixed-use development was actually coming. The Solicitor replied that an enforcement notice was sent, and that's why the sign was removed. He added that no mixed-use developments were approved or under review as of then. Mr. Fred Weber then asked if any conditional use permits had been identified approving the parking of eighteen-wheelers at 247 Route 6. The Solicitor replied that many conditional uses have been approved since the eighties, and the Township records are still being searched.

Secretary's Report: Ms. Shamim reported the following correspondence: County comments on the revised Comprehensive Plan draft notification from the Auditor General that the 2024 Commonwealth General Municipal Pension State Aid was scheduled to be directly deposited on September 25; a request from Mr. Mike Mrozinski to complete a survey on future EV charging stations in Pennsylvania; notification from PennDOT that the estimated liquid fuels allocation for 2025 is \$55,075.14; a completeness notification letter from the Pike County Conservation District for one of the lots in Milford Highlands; a news release from Delaware Water Gap stating that George W. Childs Park is set to reopen at noon on October 2; notification that PennDOT has begun accepting applications for the next round of funding grants under the Multimodal Transportation Fund; and a notification regarding the PURTA distribution payment.

Additionally, the Pike County Commissioners, at their meeting on October 2, 2024, authorized \$15,000 for Milford Township's third quarterly payment for Emergency Medical Services. UGI sent a violation letter for a property on Vandermark Drive. HRG sent a link to the Eastern Pike County Regional Act 537 Plan, which is for the Planning Commission's review. Lastly, the Pike County Commissioners, in conjunction with PA DCNR and Penn State Cooperative Extension, will be hosting two informational sessions on Spongy Moth management and how residents can take action.

Old Business

2025 Budget: Ms. Hendricks made a motion to table the 2025 budget; Mr. Di Lorenzo seconded; Motion carried.

Constable for Elections: Mr. Di Lorenzo said that he had spoken with Mr. Timothy Haken, who had informed him that he would continue working as the constable for elections.

LSA Grant Application - Resolution – Forward to the Legislators: Rachel said that the LSA Grant Application has already been filed, and the resolution with the specific dollar amount of \$258,805—which covers the parking lot paving, walkway repairs, wheelchair access, security doors, and stormwater issues in the walkway—needs to be approved. Support from the legislators is also needed, so the application must be forwarded to them. She made a motion to adopt the resolution and forward

the application and the resolution to the legislators and request their support. Mr. Di Lorenzo seconded the motion, and it passed.

New Business

Hearing - Amendment to the Zoning Ordinance # 602.2: Ms. Hendricks made a motion to recess the regularly scheduled Township Supervisors meeting and convene a scheduled public hearing on this proposed Zoning Amendment to Section 602.2, which enhances the zoning application requirements Mr. Di Lorenzo seconded; Motion carried. For a copy of the transcript of the hearing, contact Court Reporter Pam Birtel at 570-655-2729, or by mail at 123 New Street, Hughestown, PA 18640. Ms. Hendricks made a motion to reconvene the Township Supervisors meeting; Mr. Di Lorenzo seconded; Motion carried. The Supervisors voted to adopt the Amendment as proposed. Motion carried.

Dot Red, LLC, EconoPak- amendment to Section 6 of the Developer's Agreement to reflect the new anticipated date of completion as on or about April 9, 2026: The bonds for this project were submitted in April, and this proposed amendment reflects the new completion date. The Solicitor said he will review the Developer's Agreement, update it, and then the Supervisors will sign the amendment next month. He stated that the bonding company is likely requiring this change so that the length of the term of the bond coincides with the agreement. Mr. Di Lorenzo made a motion to approve the amendment, Rachel seconded, and it passed.

Pay increase for CDL employees: The supervisors voted to table this item as Mr. Williams, the Roadmaster, was unable to attend the meeting.

Purchase of a new printer: The Secretary needs a printer solely for printing checks, and she will look for one that is compatible with the computer that has QuickBooks installed.

There was a brief discussion regarding accessing electronic records within the office. Mr. Di Lorenzo will call Tommy Ricks to ask about past services he performed for the Township. Donald from One Stop Computer Services will be requested by Mr. DiLorenzo to communicate with the Secretary to fix the PenteleData email problem and if he cannot correct the issue, another vendor has already offered their services remotely and will be contacted if necessary.

Other Public Participation:

Mr. Stroyan inquired about the correspondence regarding the Act 537 Plan. The Supervisors replied that HRG had sent the proposed Act 537 Plan on behalf of Milford Borough, Westfall Township, and Matamoras Borough to the neighboring municipalities. The Supervisors directed the Secretary to contact Matt Roberts about the start and end dates of the review period for the Planning Commission and the public.

One of the correspondences was regarding Spongy Moth management, and the Supervisors directed the Secretary to put it on the agenda for the next meeting. The Supervisors discussed collecting data during the expected heavy turnout for the General Election to survey voters on whether they want their

property sprayed next spring for spongy moths, which have been devastating trees and greenery in the area. State lawmakers also need to be lobbied for funding.

Ms. Hendricks made a motion to pay the bills and adjourn the meeting at 7:50 pm; Mr. Di Lorenzo seconded; Motion carried.

Paid Bills:

Anthony Magnotta: \$2,722.50; BRC: \$186.33; Eastern Waste & Recycling: \$39.75; Industrial Hose & Supply, Inc.: \$64.27; Keith Acoveno: \$205.80; Leah White: \$250.00; Milford Fire Department Relief Assoc.: \$13,074.23; Pennsylvania Municipal Retirement System: \$6,291.55; Pike County Commissioners: \$124.73; Pike County Dispatch: 263.00; Pike County Light & Power: \$105.15; Pocono Sign Company: \$330.00; SockEm Web Solutions LLC: \$100.00; \$TRUGREEN: 83.77; UGI: \$56.47; WEX Bank: \$277.23;

Respectfully submitted
Shahana Shamim
Secretary