



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

Board of Supervisor Workshop (Hybrid) Minutes
September 16, 2024 6:30 pm
(Zoom meeting ID was advertised in advance in the Pike County Dispatch)
560 Route 6 & 209

During the Workshop, Supervisors discussed the recent Schocopee Road paving project. There was also discussion on the LSA grant which will need cost estimates from the Township Engineer and an updated estimate to replace the carpeting in the building. Ms. Hendricks reported she is also working on the 2025 Budget. The Supervisors held an Executive Session to discuss personnel matters.

Board of Supervisor (Hybrid) Minutes
September 16, 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 7:00 P.M. by Chairman Gary Williams. Also present were Vice Chair Rachel Hendricks, Supervisor Robert Di Lorenzo, Secretary/Treasurer Shahana Shamim, and Asst. Secretary/Treasurer Michele Long. Solicitor Anthony Magnotta attended via Zoom. Mr. Williams announced Emil Moglia, the long time Vacancy Board Chair for the Township until recently, passed away.

Minutes of September 3, 2024: Mr. DiLorenzo made a motion to approve the September 3, 2024 minutes as presented; Ms. Hendricks seconded; Motion passed.

Treasurer's Report: Ms. Shamim reported the following bank balances; Wayne Bank Payroll: \$12,987.98; Wayne Bank Investment: \$11,916.15, Interest rate: 0.10%; Wayne Bank Ambulance: \$12,987.98; NBT Bank Checking Account: \$34,362.18, Interest rate 0.02%; NBT Bank Money Market: \$15,823.40; Interest rate 3%; PLGIT General: \$306,950.29; monthly distribution yield: 5.09%; PLGIT Liquid Fuels: \$118,777.05; monthly distribution yield: 5.09%. Also, since the last meeting we received: \$1,110 from Zoning, \$10,069.50 and \$394.78 from Code Inspections, Inc..

Ms. Hendricks made a motion to transfer \$12,640.60 from the PLGIT General Account to the Wayne Bank Payroll account to cover expenses allocated utilizing ARPA funds; Mr. DiLorenzo seconded; Motion passed.

Ms. Hendricks made a motion to transfer \$24,370.34 from the PLGIT General Account to the NBT Checking Account to cover expenses allocated utilizing ARPA funds; Mr. DiLorenzo seconded; Motion passed.

Roadmaster: Mr. Williams reported that Wayco completed the paving work on Schocopee Road. The Township road crew has been working on the shoulder work on Schocopee Road using road millings that have been on hand for over three years and at no cost to the Township. The cost for the paving work completed by Wayco was over the original bid but below all other bids submitted. The Township received the necessary paperwork from Wayco, notified PennDOT, and will submit payment to Wayco this week.

Zoning Report: There was no report to generate.

Public participation: None

Secretary's Report: Ms. Long reported on the following correspondence: email from Auditor General requesting financial information to perform an audit in relation to the PA Municipal Retirement System(PMRS); Pike County Assessment Office memo regarding appeal hearing for October 9, 2024; email from PA Auditor General announcing 2024 Commonwealth state aid allocation of \$13,074.23 Volunteer Fire Relief Association; letter of resignation from Michele Long as Asst. Secretary; save the date flyer for the State of the County Dinner November 4, 2024 at the In at Woodloch Pines; GASB 68 Report for Milford Township for December 31, 2023 from PMRS; letter from Monroe County Vector Control reporting 1 mosquito sample testing positive for West Nile virus in Milford Township; press release reporting 1 mosquito sample testing positive for West Nile virus in Milford Township; flyer on Safe Drinking Water Workshop for 9/23/24 at the Pike County Training Center on Route 739 in Lords Valley; PSATS Unemployment Compensation Group Trust 2024 Ballot for Election of Trustees; listing of Bidders registered for 2024 Upset Sale from the Pike County Tax Claim Bureau along with ACT 33; Wayne Bank invitation for John H Wallace House Bed & Breakfast grant opening on October 8, 2024.

Old Business

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

New business

Zoning Ordinance Update – Motor Vehicle Sales Definition – Public Hearing: Ms. Hendricks made a motion to recess the Supervisors' meeting to hold a public hearing on a Zoning Ordinance update to the definition of Motor Vehicle Sales definitions; Mr. Williams seconded; Motion carried.

The public hearing was held for the Zoning Ordinance Update presenting a draft of the update and a letter of review from the Pike County Office of Planning and Mapping dated August 13, 2024. There was no public comment. For a copy of the transcript of the Hearing, contact Court Reporter: Leah White Phone: 424-312-8757 Address: 1 Oban Lane, Port Jervis, NY 12771

Ms. Hendricks made a motion to adjourn the public hearing and reconvene the Township Supervisors meeting at 7:18pm; Mr. Williams seconded; Motion carried.

Mr. DiLorenzo made a motion to approve the following updates to the Vehicle or Equipment Sales Operation and Vehicle or Equipment Repair Operation Zoning definitions:

Vehicle and Equipment Sales Operation: *The use of any building, land area or other premise for the display and sale of new and used automobiles of operable condition; panel trucks or vans; mobile homes or trailers; recreation vehicles; equipment sales and rentals, including but not limited to construction equipment, ATV's, UTV's, trailers for hauling and power sports equipment; or farm equipment including any warranty repair work and other repair service as an accessory use. No business or facility which generates less than fifty (50) percent of its gross sales from the actual sale of new or used vehicles or equipment of the type herein described (excluding parts and repairs) shall be considered a vehicle and equipment sales operation.*

Vehicle or Equipment Repair Operation: *An establishment engaged in the service and/or repair of any vehicles or equipment listed under "Vehicle and Equipment Sales Operation."*

Ms. Hendricks seconded the motion; Motion carried.

Proclamation of EMS Month in October: Ms. Hendricks made a motion to approve the Proclamation to designate October 2024 as Emergency Services Appreciation Month; Mr. Williams seconded: Motion carried. Staff were asked to contact Chief Bello at the Milford Fire Department to coordinate pizza for the personnel which will be paid for by the Supervisors personally , not by the Township.

Letters of Support for Milford Fire Department LSA grants: Ms. Hendricks made a motion to table this agenda item as we had not yet received details for the letters of support from the Fire Department; Mr. DiLorenzo seconded; Motion carried.

Appointment of Constable for Elections: The Township received notification that Constable Tim Haken had resigned from the Board of Elections. Supervisors asked staff to contact the Sheriff's office to request their assistance at the Township building for the Election in November if possible and appropriate.

PSATS announcing the Northeast Regional Forum and Agenda October 15th: Ms. Hendricks made a motion to approve the attendance of Shahana Shamim to the PSATS Northeast Regional Forum on October 15, 2024; Mr. Williams seconded: Motion carried. Ms. Hendricks will also be attending but will pay for her own registration.

Hickory Hills request to use the building – September 26, 2024: Ms. Hendricks made a motion to approve the Hickory Hills request to use the Township building for a meeting on September 26, 2024 as long as appropriate payment and certificate of insurance are received; Mr. Williams seconded; Motion carried.

Grey Towers National Historic Site – Permission to close the upper end of Old Owego Turnpike: Mr. Williams made a motion to approve the closing of the upper end of Old Owego Turnpike for the Festival of Wood event to be held on September 28, 2024 at Grey Towers; Mr. DiLorenzo seconded; Motion carried. Ms. Hendricks asked Mr. Williams to see if the Grey Towers staff will move the sign towards Old Owego so that it stops blocking the view of oncoming traffic when exiting the roadway.

Consideration of advertising for an Assistant Secretary/Treasurer position: Ms. Hendricks made a motion to advertise for an Assistant Secretary/Treasurer position; Mr. DiLorenzo seconded; Motion passed.

Other Public Participation: None

Mr. Williams made a motion to pay the outstanding bills and adjourn the meeting at 7:37 pm; Ms. Hendricks seconded; Motion carried.

Paid Bills:

Commercial Flooring Professionals, Inc: \$241.14; Elan Financial Services: \$558.19; Kiley Associates \$960.00; Pike County Dispatch \$245; Pike County Light and Power Co. \$1,522.23; Sawkill Power Equipment \$45.98; SockEm Web Solutions LLC: \$100; Topp Business Solutions \$468.41; Woodland Design Associates: \$1,500

Respectfully submitted
Michele Long
Asst. Secretary

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