

**Board of Supervisor Workshop (Hybrid) Minutes**  
**December 2, 2024 6:30 pm**  
**(Zoom meeting ID was advertised in advance in the Pike County Dispatch)**  
**560 Route 6 & 209**

**Workshop (At 6:30 P.M.):** Rachel gave her comments on the draft response letter for the Eastern Pike Regional Act 537 Plan that Mr. Magnotta created, to Mr. Magnotta. There was discussion regarding the response. Milford Township must be firm in stating that it is no longer part of the Intermunicipal Agreement, and there should be no further obligations on the Township. Businesses and residents of this Township are ratepayers, so Milford Water Authority's plan for covering the up-front expenses is a concern. If the stand-by rate is going to be assessed on an individual property basis, that needs to be clearly outlined in the Plan. The Intermunicipal Agreement should be removed from Appendix N, or the Township's notice of withdrawal from the Plan must be included there. The reservation/standby fees are between the Authorities, but they need to be reviewed. Another concern is that the Township is being asked to implement an OLDS ordinance thru this plan, while it is no longer part of the Agreement. While there will likely eventually be a push from the DEP for an OLDS management ordinance, it doesn't need to be addressed immediately. The Solicitor will revise his comment letter and send it back to the office before the special meeting of the Planning Commission, scheduled for tomorrow, so that the members can review before forwarding those comments to HRG. The Statewide LSA application is already complete with the unsigned resolution, and the signed version must be provided upon request by the analyst.

**Board of Supervisor (Hybrid) Minutes**  
**December 2, 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 Chairman Gary Williams. Also present were Supervisors Rachel Hendricks and Solicitor Anthony Magnotta, Secretary/Treasurer Shahana Shamin and Secretary to Treasurer Donna Tegan.

The minutes of the November 18, 2024 meeting were reviewed. The Supervisors voted unanimously to approve the minutes.

**Treasurer's Report:** Shahana reported that, following the last meeting, she received \$25.00 from UGI and \$219.29 from Code Inspections Inc. She also reported the following bank balances:

- **Wayne Bank Payroll:** \$6,064.49;
- **Wayne Bank Investment:** \$14,420.70; Interest Rate: 0.10%
- **Wayne Bank Ambulance:** \$13,405.82;
  
- **NBT Bank Checking Account:** \$53,466.16; Interest Rate: 0.20%

- **NBT Bank Money Market:** \$15,927.67; Interest Rate: 2.5%
- **PLGIT General:** \$197,746.57; Monthly Distribution Yield 4.74%
- **PLGIT Liquid Fuels:** \$29,753.94; Monthly Distribution Yield 4.74%

The Supervisors voted unanimously to transfer \$5,000 from the PLGIT General Account to the Wayne Payroll Account for the next payroll. The Supervisors asked her why we are carrying \$53,000.00 in the NBT Acct. Rachel stated that we have several large checks that have to be cut: the annual \$7,500.00 to the Ambulance and \$17,000 to the Fire Dept. She asked to have them taken from the NBT Acct. so we can leave the rest of the money where the higher rates are. It was agreed that those payments would be made from the NBT account. Rachel also reminded Shahana that the 4th Quarter Ambulance payment needs to be made ASAP and the request for the match be made to the County right away.

### **Roadmaster:**

Mr. Gary Williams, the Roadmaster, reported that last week was the first snow storm of the year. They had three trucks break down. Two out of three of them have been repaired. Everything else is going fine. They did some brush cutting. The Township should be in good shape for the next storm. Rachel said she was specifically asked to bring up the issue of the Water Authority's new light. There is no hood on it and it is blinding due to the angle when you come down the hill. Gary said he will take a ride up there on the way home.

### **Zoning:**

There were several permits issued. They were for Temporary Food Sales, Christmas tree sales, an addition for a deck & sunroom, Certificate of Use, a new single-family dwelling, a new well and a shed.

### **Public Participation:**

Mr. Passaro updated the Supervisors on the 2024 Year End Fire Report. The Fire Department added eleven new members. They have responded to 468 incidents, of which 64% were during the day. They have also decided to dedicate themselves to fundraisers due to the high financial cost of maintaining the Fire Dept. Mr. Passaro also reported that the Emergency Operations draft plan is nearing completion and should be available for review early in the New Year.

### **Secretary's Report:**

Brian Snyder sent the County review letter for the proposed ordinance #306, "Uses Not Provided For," and the changes of the Assessment reports from the Pike County Assessment Office. The National Park Service (NPS) announced it's 2025 reduced winter services and priority snow removal routes for the Delaware Water Gap National Recreational Area. Representatives of the Pike County Conservation District conducted an inspection of earth disturbance activities at the K&N Fill Site (NPDES permit #PAD520049) in Milford Township, and no violations were

observed at that time. Mr. Andrew Bellwoar confirmed with a letter that their current engagement as Solicitor for the ZHB can remain in effect with a 4% increase of his rate. The Department of Environmental Protection sent a technical deficiency letter regarding a lot in Milford Highlands. Three letters of support were sent from State Representative Jeff Olsommer's office: One for the township's facility improvement, one for Milford Fire Department's radio system, and one for the Fire Department and ambulance's brush truck. Senator Lisa Baker's letter of support for the township's LSA grant application was sent from her office. Her support letters for the Fire Department and the ambulance's LSA grant applications were also received and electronically submitted to DCED.

### **Old Business:**

**A motion was made and seconded to approve** the engineering services contract for the municipal facilities, to be paid with the ARPA funds. The Supervisors unanimously passed the \$5000.00 contract and its being paid from the ARPA funding.

### **New Business:**

The **Supervisors** introduced Donna Tegan, the new Assistant Secretary/Treasurer and welcomed her aboard.

The Supervisors unanimously agreed to approve the Statewide LSA Application Resolution in the amount of \$159,928.00. Applying had been previously approved but the total dollar amount had been unavailable at the time of the previous meeting as we were still awaiting engineering cost estimates at that time. A motion was made and approved to ratify the advertisement for the special meeting of the Planning Commission to discuss the comments on the Regional Act 537 Plan. The December 12 Planning Commission workshop has been cancelled. The Supervisors unanimously approved the audit for 2024 to be done by Kirk Summa And Company, LLC, and advertising the selection of this firm to conduct that audit. In January, a new law goes into effect that will no longer require this advertisement going forward, but this ad must be placed for the 2024 auditing before the law goes into effect at 7:38 p.m., there being no other business or executive session to discuss, the Supervisors voted to pay the bills and adjourn the meeting.

### **Paid bills:**

Anthony Magnotta: \$1,237.50; BRC: \$86.97; Industrial Hose and Supply, Inc: \$108.90; Milford Borough: \$4,407.98; North East Parts Group: \$365.36; Pike County Dispatch: \$274.00; UGI: \$248.91; Wex Bank: \$487.27.