

Minutes
January 6, 2025
7:00 P.M.

Hybrid Meeting of the Board of Supervisors. (Zoom meeting ID was advertised in advance 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 Bob DiLorenzo, Solicitor Anthony Magnotta, Secretary/Treasurer Shahana Shamim and Assistant Secretary/Treasurer Donna Tegan.

1. **Reorganization:** Gary asked Tony Magnotta to serve as chair while appointment of a Chair for 2025 was made. A motion was made and seconded to appoint Supervisor Williams as Chairman for 2025. The motion carried.
2. The following appointments and items were then voted upon and approved:

Vice Chairperson – Rachel Hendricks

Road Master - Gary M. Williams

Secretary/Treasurer – Shahana Shamim

Assistant Secretary/Treasurer – Donna Tegan

Solicitor – Anthony Magnotta

Alternate Solicitor - Sean Logstan

Building Code Official (Commercial & Residential) – Code Inspections Inc.

Sewage Enforcement Officer – Robert DiLorenzo

Emergency Management Director – Eric Passaro

Zoning Officer – Shawn Bolles (interim basis)

Township Engineer – John Fuller

Alternate Engineer – MHE, Kiley Associates & James Farr

COG Representative- Shahana Shamim (Alternate: Donna Tegan)

Planning Commission- Robert DiLorenzo (4 Yr Term)

Members – Kevin Stroyan (chairman), Ray Willis (Vice-Chairman), Robert DiLorenzo, Michael Williams, and Roman Buonnan .

Planning Commission Secretary – Shahana Shamin

Planning Commission Asst. Secretary – Donna Tegan

Planning Commission Solicitor – Anthony Magnotta

Planning Commission Alternate Solicitor – **Tabled.**

Zoning Hearing Board Members – Bill Pitman (5 yr) and Ed Ryman (3 yr).

Zoning Hearing Board Solicitor - Andrew Bellwoar

Zoning Hearing Board Conflict Solicitor – Eric Hamill

Vacancy Board Member – David Helms

Open Records Officer – Shahana Shamim

Alternate Open Records Officer – Donna Tegan

Auditing Firm – Kirk, Summa, & Co.

Holiday Calendar - Follow Pike County's schedule of Holiday Closings.

Official Newspapers – Pike County Dispatch, Pocono Record, Pike County Courier and Tri-County Independent.

Township Office Hours – 9am. to 1pm. Monday-Friday

Building Code Enforcement Officer's Hours – 9:30 am to 11 am on Mondays

Zoning Officer's Hrs. – 11 am to 1 pm on Mondays (no office hrs. for interim Officer).

Supervisor's Meeting Schedule – 1st Mondays and 3rd Mondays of the month @ 7 pm.

Workshop @ 6:30 pm. (If a legal holiday, the Supervisors will meet @ 7 pm Tuesday of the same week). Due to the 2025 election schedule, the conflicting May meeting will be on May 21st and the 1st meeting in November will be on November 5th)

Planning Commission Meetings – 4th Tuesday of the month @ 7 pm.

Planning Commission Workshop – 2nd Thursday of the month @ 7 pm, as needed.

Reorganization Meeting for the planning commission will be on January 9, 2025 @ 7 pm.

Depositories: Wayne Bank, NBT Bank, and PLGIT**Rachel Hendricks abstained from voting on the depositories due to a conflict of interest with her securities license.

Treasurer's Bond - \$500,000

Assist Treasurer's Bond - \$500,000

3. Minutes of December 16, 2024 meeting were accepted & approved.

4. Treasurer's Report – After the last meeting Shahana received \$400 from Zoning, a dividend check for \$185.11. She reported the need to transfer \$5,000.00 from the PLGIT acct. to NBT for payroll. A motion to make this transfer was made, seconded and approved.

5. Roadmaster's report – Per Gary, since the last meeting, the Road Crew did minor snow plowing, mostly materials. The Township received 4 loads of salt last week. Per our contract we need to buy 2 more loads. Gary instructed Shahana to order those. Staff went up to get the Mack truck last week, got approx. 3 miles from the shop and the check engine light came back on. Again, the differential problems. Therefore, the truck is still up at Mack, but we should hear more by next week. Staff picked up cold patch to patch some of the roads.

6. Zoning – The Secretary stated that she had received two Zoning permits: one for solid waste staging facility conditional use in Old Sawmill Lane and a freestanding sign for UGI Penn Natural Gas.

7. Public Participation – Bill Pitman asked about Shawn Bolles. Gary updated Bill that Shawn submitted his resignation but has agreed to stay on until his replacement is hired.

Secretary's report – Jessica Yoder, the Assistant Planning Director of Pike County Planning & Mapping, informed us that the spongy moth treatment application is now open in Pike County. The Pike County Assessment Office has sent the schedule for the Real Estate appeal hearing, which will take place on January 22, 2025. Linda VanTyle, the Pike County Tax Administrator, sent the monthly tax revenue report as of January 2, 2025. A disabled veterans' real property tax exemption certification from the Pennsylvania Department of Military and Veterans Affairs was

received. Tim Knapp, the Pike County Public Safety Director, sent the Pike County 911 call totals for 2024. Jim Depetris submitted a conditional use application for the Santos property on Route 6 & 209. Faith Stead requested permission to hold cookie drives in the Municipal Building driveway on certain dates in March. Lawrence Jackim sent an email expressing his interest in the position of Zoning Officer for the Township. There was a notification from PennDOT that the Pike County PennDOT Maintenance Organization will have a road closure on 2002 Wilson Hill Road, starting December 23, 2024, until further notice. The January newsletter from the Pike County Area Agency on Aging, as well as New Year's wishes from Jeff Olsommer, the State Representative; Spring Hill Laser Services; and A+ Computers, were also received.

8. Old Business

- a. **Review of the Spongy Moth Survey Responses** – Rachel asked for this to be on the agenda because the County has become the recipient of the grant from our state legislators for matching dollars for spraying. We have recently received the documents detailing what is needed for a reimbursement of a portion of the cost of spraying from them. The information and application forms can be found on their website; www.pikepa.org/spongymoth.
 - b. **Fidelity and Crime Coverage – H.A. Thomson Co.** - Motion to Table in order to find out more information. All agreed.
 - c. **Grey Towers – N.H.S. Draft Programmatic Agreement** – Rachel stated that we still have another 30 days to make a decision. Motion to Table, all agreed.
 - d. **Cookie Booth Drive Thru**-Rachel made a motion that we approve the request for the girl scouts to have their cookie drive for March 1st, 8th, 15th and 23rd. All approved.
 - e. **Milford DEPG Scoping Meeting Application Update** – Shahana stated that all info was sent to John Fuller prior to the holidays. Gary motioned that Shahana follow up with Mr. Fuller regarding this.
9. **Public Participation** – Kevin Stroyan brought up the correspondence regarding the recent conditional use application by DEPG, which was being reviewed by the Zoning Officer. Rachel Hendricks and Anthony Magnotta stated that the issue should be discussed in the workshop and then brought before the Planning Commission. Kevin Stroyan would like to ensure that secondary legal counsel will be present with the Planning Board.

A member of the public asked if we knew the troop's name for the Cookie Drive. Supervisors and staff advised that it was the girl scout troop that we have dealt with for several years but the Troop number was not known off hand to them. Bill Pitman asked if we have a gypsy moth expert because he wanted to know the acreage on the spraying. The Township consists of over 8300 acres. We have someone interested in doing over 1,000 acres (12% of total township). Bill wanted to know if anyone has done the research re: what it would cost the township? Rachel replied, "yes" and that the cheapest number was approximately \$50 per acre if he could get more than 600 acres at a minimum lined up per application. The organic stuff must be applied twice.

10. Pay the bills and adjourn – At 7:46 pm Gary made the motion to pay the bills and adjourn. Rachel seconded and all agreed.