

**Board of Supervisor (Hybrid) Minutes**  
**March 17, 2025 6:30 pm**  
**(Zoom meeting ID was advertised in advance in the Pike County Dispatch)**  
**560 Route 6 & 209**

6:30 Workshop:

Present: Vice Chairperson Rachel Hendricks, Supervisor Bob DiLorenzo, Solicitor Anthony Magnotta and Secretary/Treasurer Shahana Shamim.

Rachel made a motion to go into executive session to discuss personnel matters, which was seconded and approved. A short time later, she made a motion to resume the Supervisor's workshop which was seconded and approved.

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

Pledge of Allegiance

Rachel announced the passing of Zoning Hearing Board member Phyllis Simpson; a moment of silence was held in remembrance of Phyllis Simpson.

**1. Minutes of the February 3 and 18, 2025 meeting** – Rachel motioned to table the minutes of the meetings from Feb. 3, 18 and Mar. 3, which were seconded. All agreed.

**2. Treasurer's Report** - receipts: \$5,957.28 of ambulance tax, \$35,743.50 of real estate tax, \$1,948.59 from R.E. Transfer tax, \$150 from Sewage, \$522.84 from Code Inspections & \$1,300 from zoning.

The Treasurer requested a transfer be approved from the Wayne Bank Investment account to the Wayne Bank payroll account for March 31 payroll and tax payments. The motion was made, seconded and approved.

It was noted that the CPA firm, Myer & Myer, needs time to set up payroll before taking it over, which preparations are underway.

**3. Roadmaster's Report** – Rachel motioned to table the report since the Roadmaster is not in attendance. All Agreed.

**4. Zoning** – After the last meeting, 5 zoning permits were issued, all were change of uses. 2 were for personal service shops and 3 were for professional offices.

## **5. Public Participation:** None

**6. Secretary's Report:** - US Dept. of Agriculture sent a proposed action for the Spongy -Moth infestation treatment on the Grey Towers National History site property. UGI sent a code violation letter for a property. Pike County Light and Power – Nichole Hermon is working on an updated list of the street lights that still remain to be upgraded to LED fixtures. Hickory Hills Estates- Sherry Miller wrote that their annual meeting is scheduled for Thursday April 24,2025, pending Supervisors' approval. The proposed Comprehensive Plan for Milford Township was sent to the County Planning Office and all adjacent municipalities. PennDOT was informed about potential resurfacing plan for the next several years in Pike County PA. Pike County Planning – Mr. Mrozinski informed that Pocono Mountains visitors Bureau is looking for individuals or groups to sign up for "the pick up the Poconos event" that will take place on April 26,2025. Pike County Conservation district sent an incompleteness letter for one lot in Milford Highlands. Mr. Matt Roberts from HOG wrote that a letter from Milford Township should suffice instead of an abduction resolution for the Act 537 plan. The Pike County Tax administrator sent a summary of municipal tax revenue. Joanne Donnelly from CDD invited us to the ribbon cutting ceremony on March 19, 2025.

### **Old Business:**

- a) **Fidelity and crime coverage – HA Thompson Proposal** – Rachel made a motion to table this until July. All agreed.
- b) **Zoning map update** – Bob made a motion to table this until the next meeting. All Agreed.

### **New Business:**

- a) **Zoning Officer Position-** 2 applications were received. Stephanie Gallinot and Duane Kuhn. Duane. Mr. Dilorenzo made a motion to offer the position to Duane at a rate of \$15.50 per hour, pending his willingness to accept the position. The motion was seconded and passed.
- b) **Withdrawal from the Zoning Hearing Board – Mike Repecki** –A motion was made and seconded to accept Mr. Repecki's resignation from the Zoning Hearing Board. Accepted.
- c) **Section 407 of the Zoning Ordinance -Sent to the Water Authority.** At this time, we do not have a date that would work for the Water Authority, nor did we receive comments. Since we have not heard from the Water Authority, Rachel made a motion to send the draft language from 407 to the County Planning Office for review, which was seconded. All agreed.
- d) **Eastern Pike Act 537 Plan – HRG Correspondence** – Solicitor, Anthony Magnotta said that the letter that they are looking for is to allow the force main line to go through the Township, and the letter would also indicate that the Milford Water Authority would operate, maintain and own the line and then Milford Township would bear no cost or responsibility for it. He feels that the letter should come from the Township. Mr. Magnotta stated that the letter should state that "no, we don't have an objection to what we already said, that the proposed transmission line can run through the Township providing it complies with all zoning, all ordinances, and that the Milford Water Authority will operate, own and maintain the sewage line and Milford Township would bear no cost or responsibility for it". A motion was made and seconded to send such. letter. All agreed.

- e) **Consideration of Application for PMVB grant program** - Pocono Mountains Visitors Bureau has their façade improvement grant program open until the 3<sup>rd</sup> of April. Given that we have developed cost estimates for a façade improvement. Rachel requests permission to file a grant application with the PMVB for our façade project. She made a motion to authorize the grant application to PMVB, which was seconded. All agreed.
- f) **Local Govt. Week** – For the 14<sup>th</sup>-18<sup>th</sup> of April - PSATS has some documents we can use for PR and social media, etc. to recognize Local Government Week. Rachel wanted to see if the Board was interested in it. Staff was directed to put it on the next agenda for adoption and provide a resolution.
- g) **EIT Discussion** – Mr. DiLorenzo made a motion to table this item in Gary's absence, which Rachel seconded. All agreed.
- h) **Meeting Room request for April 24 at 5:30 PM – Hickory Hills Estates** – Rachel made a motion for Hickory Hills to be approved to use the meeting room under our usual conditions. Motion was seconded. All Agreed.
- i) **Contacting federal legislators about the status and future of federal properties in our area** - A motion was made by Rachel to contact the federal legislators requesting information about the plans for federal assets in our area which are critical drivers of our economy and which require sufficient operating support in order to function properly, as we have previously done. All agreed.

**Other Public Participation:** Mr. Stroyan requested that Mr. Bellwoar and Mr. Magnotta both work on the AutoZone project together, so they can provide the planning commission with real results, amendments, how they work, & when they have to be applied. Given that the curative amendment being drafted will affect both projects and the entire Township, the Supervisor's agreed that both attorneys should work on both projects and any amendment that would apply to both projects.

The Supervisors voted to pay the bills, and adjourn, at 8 p.m., and the motion passed.

**Paid Bills:**

- Pike County Dispatch -\$73.00
- U G I - \$810.47
- Donald Karpowich, Attorney (Sean Logsdon) - \$30.00
- PCLP - \$1874.34
- Kelly Bellwoar LLP - \$484.50
- Topp Business Solutions - \$180.66
- D & S Hauling - \$479.02
- WEX Bank - \$463.40