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Minutes

Milford Township Supervisors' Hybrid Workshop & Meeting July 21, 2025, 7:00 P.M.

Location: 560 Route 6 & 209, Milford, PA 18337

Workshop

Time: 6:30 PM

Windows 10 support is ending in October, so Mr. Di Lorenzo is getting prices now instead of waiting until the last minute, as it could be a significant expense. The desktop computers in the zoning and sewage office are old and cannot be upgraded to Windows 11, meaning they will need to be replaced, which can be a significant expense. The computer in the main office and the laptop are also running Windows 10, but those can be upgraded to Windows 11. The Sewage Enforcement Officer's printer is quite old; it only prints and does not have copying capabilities. Donald from One Stop Computer has a printer available for \$125, which he can set up in the office. It's similar to the one the Township Secretary has but is a tabletop model. The permit office computers can be connected to this printer, which will also be able to scan. All the new cameras are working, and Donald will connect the wires to the monitors.

Five bids were received through PennBid for the T-432/Foster Hill road project. Shahana stated that PennBid guided her through the process of opening and downloading all the bids after the submission deadline, which was 1:00 PM that day.

Rachel submitted a Right-to-Know request to the County regarding the Constitution Avenue bridge. Her request included documents related to maintenance records, inspection reports, cost estimates, traffic counts, grants, and plans for redoing the bridge. The County responded that they would need an additional 30 days to fulfill the request. According to news reports, repairing the bridge for pedestrian use only would cost approximately half a million dollars. If the bridge is restricted to pedestrian use, the Township's plow truck will need to back up into Route 6 & 209, and the school bus will have to pick up children from there as well. Greenwood Hills residents also use the bridge to access their mailboxes. A letter was sent from the Township office to the County Commissioners, but no response has been received. Rachel will forward the County's response once she receives it in approximately a month.



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Shahana stated that Bill Pitman never came to pick up his volunteer appreciation gift, which consists of caps and coolers remaining from the 2021 PSATS Convention. Mr. Pitman said he would come to pick it up the following day.

Rachel asked the secretary to begin working on the expense section of the 2026 budget. As of the June budget update, 77% of the projected transfer tax revenue has been received, which could be a significant help.

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

Approval of Minutes – Minutes from the July 7 meeting were approved unanimously.

Treasurer's Report:

Received \$1,300 from zoning permits, \$800 from sewage permits, and \$44.30 from the Magisterial District Court.

Roadmaster's Report:

a. Bid Opening – Road Paving (T-432/Foster Hill):

The following five bids were received for the paving project on Foster Hill near Malibu:

- **Leeward Construction, Inc.:** \$97,042.00
- **Wayco, Inc.:** \$76,723.07
- **Pioneer Construction Co., Inc.:** \$122,863.45
- **Kruger Construction, Inc.:** \$103,455.00
- **Gaver Industries:** \$121,105.00

The Solicitor reviewed all accompanying materials submitted by Wayco, Inc. and recommended approval, as it was the lowest responsible bid. The Board of Supervisors voted unanimously to accept the bid from Wayco, Inc.

- b. New PennDOT/Milford Township Winter Municipal Agreement – PennDOT:** The agreement covers snow plowing from October 1 to April 1 for a few hundred feet on Bennett Avenue and all the way from West Harford Street to the Westfall Township line on Foster Hill.

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



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It is a five-year contract that automatically renews annually. The Board of Supervisors voted unanimously to approve and authorize the execution of the agreement by the Chairman.

Public Participation:

Mr. Matt Contreras expressed his opposition to imposing an Earned Income Tax (EIT) on residents, which the Township recently received a presentation on. He noted that both the County Commissioners and the school board are planning tax increases and urged the Board of Supervisors to take that into consideration. He remarked that inflation does not decrease but either remains stagnant or increases. Mr. Contreras encouraged the Board to explore alternatives.

Secretary's Report:

The following items were received: the Winter Municipal Agreement from PennDOT; a Certificate of Liability Insurance for Pike Autism Support Services of NEPA, Inc.; a Change of Assessment Report from the Pike County Assessment Office; an invitation from the Pike County Conservation District for the Municipal Lunch & Learn; the agenda and minutes of the Pike County Road Task Force from Brian Snyder; and an NPDES Permit from the Department of Environmental Protection. The Pocono Mountains Visitors Bureau – Poconos VRO has appointed Rebecca Gallagher as Executive Director.

Old Business:

- a. Planning for the 250th Anniversary Celebration – Community Engagement Committee: The Supervisors agreed to begin planning for with open house event on September 27, 2025, inviting community members.

New Business:

- a. **Constitution Avenue Bridge Updates** – This topic was discussed during the workshop. Posting the bridge as “Local Traffic Only” was mentioned as a potential option. Further discussion will take place after the records are received.
- b. Suggestion of a specific defective ordinance declaration – Andrew Bellwoar: This item was tabled.
- c. **Comprehensive Plan Resolution Adoption** – The Board of Supervisors voted unanimously to adopt the resolution formally adopting the new Comprehensive Plan.
- d. **Car Wash Request – August 16, 10:00 AM to 3:00 PM (Milford BSA Troop 1071)** – The Board of Supervisors voted unanimously to approve the request to hold a car wash in the parking lot.



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- e. **Update to Windows 11** – No vote was taken, as the item was on the agenda for discussion purposes only. The discussion occurred during the workshop.

Other Public Participation:

The BOS responded to questions from a reporter with the *Pike County Dispatch* regarding the computer upgrade and the Comprehensive Plan adoption resolution. Mr. Contreras suggested considering opening Wi-Fi access for the public during meetings.

At 7:45 p.m., the Board of Supervisors voted unanimously to approve payment of the bills and to adjourn the meeting.