



P.O. Box 366
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Minutes

Milford Township Board of Supervisors'(BOS) Hybrid Workshop & Meeting November 17, 2025, 7:00 P.M.

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

Workshop – 6:30 PM

A complaint has been received about someone operating both a plumbing business and a dog-breeding business. The puppies are being sold, and the activity is being advertised. A license is required for breeding dogs. There are tractor-trailer deliveries, and pallets are being burned in the yard. An enforcement notice likely needs to be issued by the Zoning Officer for violating zoning regulations, as the **no-impact home-based business** rule, which is established in the Municipalities Planning Code, does not appear to cover the situation. The Solicitor will send the Zoning Officer the no-impact home-based business criteria, and he will also review the state law tomorrow to advise him. There is also a category called a **minor-impact business** in the Township Zoning Ordinance. Some plumbers do work from home, but **conditional use approval** is required for any home-based business and was not obtained in this case.

Call to Order:

A regularly scheduled meeting of the Milford Township Board of Supervisors was called to order at 7:00 p.m. by Chair Gary M. Williams. Also present were Vice Chair Rachel Hendricks, Supervisor Robert DiLorenzo, Zoning Officer Michael McCaffery, Solicitor Anthony Magnotta, and Secretary/Treasurer Shahana Shamim.

Approval of Meeting Minutes – November 17, 2025:

The minutes of the November 5, 2025 meeting were unanimously approved by the BOS.

Treasurer's Report:

Since the last meeting, \$2,410.80 from the Real Estate Transfer Tax, \$125 from the Pike County Board of Elections, \$300 from the Magisterial District Court, and \$223.02 from Code Inspections were received. The Supervisors voted unanimously to transfer \$10,000 from the PLGIT General Account to the NBT Checking Account to pay bills.

Roadmaster's Report:

Mr. Gary M. Williams reported that all salt that was ordered has been delivered; plows and sanders are



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mounted on the trucks; cold patching is completed for the winter; and the department is well prepared for the season.

Zoning:

Mr. McCaffery reported that he had issued a permit for a pole barn and had forwarded it to Code Inspections. He also reported that he is preparing to proceed with the complaint received regarding the businesses at 135 Pine Acres Lane.

Public Participation:

None

Secretary's Report

- **Milford Water Authority:** The charging of hydrant fees for all municipalities has been suspended effective December 31.
- **PSATS Unemployment Compensation Group Trust:** For the 2026 calendar year, the Trustees voted to keep the contribution rates the same for all categories.
- **Engineer's Correspondence:** The Engineer, John Fuller, submitted revised documents in response to the incompleteness letter for a property on Summit Court. Subsequently, the Pike County Conservation District issued a completeness notification letter.
- **Inspection Report:** A Water Obstruction and Encroachment Inspection Report for Moon Valley Road was received from the Pike County Conservation District.
- **Tax Revenue Summary:** The Pike County Planning Office provided a summary of County and local municipal tax revenue as of November 3.
- **Assessment Office:** The Pike County Assessment Office provided the total assessed value for the Municipality, along with a Change of Assessment Report.
- **Elections Office:** The Pike County Elections Office expressed appreciation for serving as a polling location for the 2025 election cycle.
- **Planning Meeting Invitation:** Brian Snyder from the Pike County Planning Office extended an invitation to attend a meeting with Representative Jeff Olsommer on November 25 to discuss the ongoing issue of trees on utility lines.
- **Community Engagement Event:** Krista Gromalski from the Pike County Commissioners Office invited the Municipality to join the Pike County Commissioners and Northwell Health for a community engagement event on Thursday, November 20.
- **Blue Ridge Fiber:** Construction for Blue Ridge Fiber will begin soon within the community.

Old Business:

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



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a. Constitution Avenue Bridge Updates:

The Supervisors unanimously voted to table this item until the next meeting.

New Business:

a. Approval to Apply for the Statewide Local Share Account (LSA) Grant:

The Monroe County program application has already been filed. The Supervisors voted unanimously to authorize the execution of the resolution to apply for the statewide LSA grant for facility repairs.

b. Approval of Cookie Drive-Through – Faith Stead (Troop 52251):

The Supervisors unanimously approved the request for the following dates: February 28; March 7, 14, 21, and 28; and April 3. The Secretary was directed to confirm the certificate of liability insurance.

c. Planning Commission Recommendation – Proposed Curative Zoning Amendment:

Mr. Jim DePetrus, the applicant, along with Anthony Waldron, the attorney for the applicant, and Patrick McClaine, the engineer for the applicant, were present to present the curative amendment. The amendment adds a conditional use: Planned Unit Commercial Development (PUCD).

Mr. Andrew Bellwoar, the attorney previously handling this matter, stated in his letter to the Board of Supervisors that one item remained open from the Planning Commission discussion regarding the use of open space and recreational space. The proposal is to dedicate one-quarter or one-half of the open space to recreational use. For example, if the property is 20 acres, one acre would be designated for recreational purposes, such as picnic areas and dog walking paths. Trails will also be included within the open space. With this proposed specific development plan, the public will have access to both County and federal property that borders the project.

According to the recently adopted Subdivision and Land Development Ordinance (SALDO), for mobile parks (a high-density use), 10% of the property is reserved for recreational areas.

The amendment will be sent to the County for their comments, and the Supervisors will set a hearing date to adopt the amendment after the comments are received. The Zoning Officer will also review the amendment.

The Board of Supervisors unanimously voted to define the recreational area as 5% of the property (one-quarter of the open space) and to send the proposed amendment to the County for their comments.

d. Request to Use Conference Room – December 6: Greenwood Hills Homeowners Association:

The applicant has yet to confirm the availability of their attorney and may also need December 13 and 20. The Supervisors unanimously voted to approve the request under the usual conditions.



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Public Participation:

The Supervisors responded to inquiries from a reporter from the Pike County Dispatch regarding the Greenwood Hills Homeowners Association request, the Cookie Drive-through request, the proposed Curative Zoning Amendment from Mr. DePetrus, and the Data Center Moratorium ordinance.

There being no further business to discuss, the Board of Supervisors voted unanimously at 7:45 p.m. to pay the bills and adjourn the meeting.