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Minutes

Milford Township Board of Supervisors' (BOS) Hybrid Workshop & Meeting June 15, 2026, 7:00 P.M.

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

Workshop

John Fuller, the engineer, will prepare the bid package for the municipal facility improvements and upload it to PennBID by July 6. The bid evaluation date will be August 3.

To date, we have been awarded \$350,000 through the Local Share Account grants. The project may be bid in phases if the grant funding does not cover all of the planned improvements.

The roof, which consists of a single layer, has not been replaced in approximately 15 years. Mr. Fuller will inspect the roof.

The paving must be completed by October 15 due to the election schedule; otherwise, it will need to be postponed until next year. It would be preferable to have a separate bid package for the paving project, and the bid specifications will need to include prevailing wage requirements.

It would also be beneficial to complete all interior work, including the interior doorways and carpeting, before the election.

The roof will not be included in this round of bidding. The two executed grant contracts will be forwarded to Mr. Fuller. The third grant award has not yet been executed. The grant applications approved do not include the fence, the roof, or the parking lot sealcoating. If the available funding is insufficient to cover all of the priority items, the lower-priority items will be removed from the project scope.

No one is able to open the PennDOT correspondence that was sent to the office regarding the ePermitting application for AutoZone's Highway Occupancy Permit (HOP). PennDOT's system has changed, and in order to obtain approval, AutoZone needs a confirmation letter stating that the Township is aware that AutoZone is applying for its Highway Occupancy Permit (HOP).



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Call to Order:

The regularly scheduled meeting of the Milford Township Board of Supervisors was called to order at 7:00 p.m. by Supervisor Gary M. Williams. Also present were Supervisors Rachel Hendricks and Robert Di Lorenzo, Solicitor Anthony Magnotta, Engineer John Fuller, and Secretary/Treasurer Shahana Shamim.

Approval of Meeting Minutes – June 1, 2026:

A motion to approve the meeting minutes of June 1, 2026, passed by a 2–1 vote, with Mr. DiLorenzo voting against.

Treasurer's Report

Since the last meeting, the following revenue has been received: \$100.00 for the AutoZone sign permit; \$359.46 from State Police fines, which was directly deposited; \$436.64 from the Magisterial District Court; and \$2,440.20 from the real estate transfer tax.

The current bank account balances are as follows:

Wayne Bank

- Payroll Account: \$9,540.88
- Investment Account: \$9,963.45
 - Interest Rate: 0.10%
- Ambulance Account: \$28,517.55

NBT Bank

- Checking Account: \$15,868.93
 - Interest Rate: 0.0200%
- Money Market Account: \$16,525.43
 - Interest Rate: 2.40%

PLGIT (Pennsylvania Local Government Investment Trust)

- General Account: \$368,597.23
 - Interest Rate: 3.44%
- Liquid Fuels Account: \$73,872.10
 - Interest Rate: 3.44%

The Board of Supervisors unanimously voted to transfer \$15,000.00 from the PLGIT account to the NBT Checking account.

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Roadmaster's Report:

Road Salt Rebid: American Rock Salt was awarded the contract at the May 4 meeting. However, it was later discovered that three additional bids had been submitted through the PennBID portal, which had not been considered by mistake. American Rock Salt was contacted and subsequently withdrew its bid. Since the lowest bid is now more than 30 days old, it cannot be awarded.

Mr. John Fuller was instructed to rebid the project through PennBID for 200 tons of enhanced road salt and 250 tons of regular rock salt, with bids to be opened on July 20, and Supervisors unanimously voted. Bid packages will also be mailed to all companies that submitted bids during the previous bidding process.

Zoning:

No new permits have been issued since the last meeting.

Public Participation:

In response to an inquiry from a representative of the Pike County Dispatch regarding the LSA grants, the Board of Supervisors explained that the first LSA grant contract was for parking lot paving only. The second contract included parking lot paving, the façade, the walkway and wheelchair push button, the interior doorways, and exterior lighting. The third contract was intended to cover the remaining items, including the façade, the walkway, the lighting, the wheelchair push button, the two interior doorways, the security system (but not the roof), along with parking lot paving.

The Supervisors further explained that, although all three grant awards have been approved, the cost of paving has increased significantly. As a result, it may not be possible to complete all of the planned improvements within the available funding.

Secretary's Report

- PennDOT has completed its review and returned AutoZone's application for a Highway Occupancy Permit (HOP) to the applicant for revision and resubmission.
- The Summary of County and Local Municipal Tax Revenue, as of June 3, 2026, and the Change of Assessment reports from the Assessment Office were received.
- Pike County Light & Power will begin deploying Automatic Metering Infrastructure (AMI) in July 2026. The company is offering an opt-out option for customers who do not wish to participate.

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The Air Quality Program State-Only Operating Permit for the Columbia Gas Transmission Compressor Station was received from the Department of Environmental Protection.

Old Business:

a. Hydrant Fee Implementation – Milford Water Authority:

No new information regarding hydrant fees is available at this time.

b. Zoning Fees:

The updated draft fee schedule was on table for the Supervisors to review.

New Business:

a. Municipal Facilities Improvement Project Bidding

The Board of Supervisors unanimously authorized advertising the bid specifications on July 6 through PennBID and in the local newspaper. Bids will be due on August 3 at 1:00 p.m.

b. Alternate Sewage Enforcement Officer Appointment – John Frangos

The Board of Supervisors unanimously approved the appointment of John Frangos as Alternate Sewage Enforcement Officer. The Board also approved compensating Mr. Frangos at the same commission rate of 75% and the same hourly wage of \$15.95 as the current Sewage Enforcement Officer, Mr. Di Lorenzo.

Public Participation:

In response to the representative from the Pike County Dispatch, the Supervisors said that Mr. Frangos also serves as the alternate Sewage Enforcement Officer for the Township of Dreher. The Township is waiting to receive comments from the County regarding the proposed data center ordinance. After reviewing the County's comments, a public hearing will be scheduled to adopt the ordinance. However, if a substantive change needs to be made to the draft, it will have to be sent back to the County for another review.

The engineer, the attorney, and the planner have each devoted many hours to the ordinance, as have the members of the Planning Commission, who have spent many months reviewing both the proposed ordinance and numerous sample ordinances. The moratorium deadline has already passed, so the ordinance must be completed as quickly as possible while ensuring that it is done properly.

There being no further business to discuss, the Supervisors unanimously voted to pay the bills and adjourn the meeting at 8:00 p.m.

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