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Minutes

Milford Township Board of Supervisors'(BOS) Hybrid Workshop & Meeting
October 19, 2026, 7:00 P.M.
Location: 560 Route 6 & 209, Milford, PA 18337

Workshop (6:30 P.M.)
A few items were deleted, and others were added, in comparison with the 2022 version of the Hazard Mitigation Plan. The revised plan is due by the end of the month. Dam failure and disease outbreaks have been removed from the newer version; however, approximately 90% of the content remains the same. A floodplain map is included, but it does not explain the potential impacts of heavy rainfall, such as basement flooding or roads being washed out. This information is needed to support advance planning.Vandermark Drive is deteriorating and is connected to Deep Brook, an Exceptional Value stream. Stormwater runoff is not the issue. Two pipes, measuring 22 inches and 15 inches, need to be repaired. The Pike County Conservation District typically addresses these types of problems, and funding for road repairs near streams is usually available through the Dirt, Gravel, and Low Volume Roads Program.

The Secretary was asked to add this item to the agenda for the next meeting to discuss the possibility of applying for funding through the Statewide Local Share Account (LSA). Mr. John Fuller will provide a summary of the changes to the Hazard Mitigation Plan, and the Supervisors will review the summary and provide feedback.

Mr. Fuller distributed a list of companies that reviewed the PennBid advertisement for the Municipal Building Improvements project, including the distance of each company from the Township. Only three of the companies are located within 60 miles of the Township. Northeast Site Contractors is a construction company, while the other two are specialty companies. Nine companies on the list provide bidding or contractor services, and no information is available for 21 of the companies.
Some companies do not use prevailing wages, which are required for projects funded through the Local Share Account (LSA). Although each individual scope of work is relatively small, the combined cost makes this a larger project.
The project has already been advertised through the PennBid portal. Alternative options include advertising in the newspaper and contacting contractors directly to request proposals (RFPs).

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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 Chairman Gary M. Williams. Also present were Vice-Chairperson Rachel Hendricks, Supervisor Robert Di Lorenzo, Engineer John Fuller, Planner Nanci Sarcinello, and Secretary/Treasurer Shahana Shamim.

Approval of Meeting Minutes from the September 21 Meeting
September 21 minutes were unanimously approved.

Treasurer's Report
Since the last meeting, the following funds have been received:

- $275.00 from Zoning
- $473.93 in tax refunds from PURTA
- $820.00 for sewage from CGA Technical
- $61.22 from the Probation Office
- $9,496.20 in Real Estate Transfer Tax
- $4,567.00 from the Tax Claim Bureau
- $1.25 from a Right-to-Know Request
- $100.00 for a damage bond and $25.00 for room rental from Greenwood Hills POA

Summary of Bank Account Balances
Wayne Bank

- Payroll Account: $19,984.95
- Investment Account: $10,167.42
- Ambulance Account: $3,980.86

NBT Bank

- Checking Account: $31,237.49
- Money Market Account: $16,658.40

PLGIT (Pennsylvania Local Government Investment Trust)

- General Account: $329,071.06
- Liquid Fuels Account: $74,740.64

Roadmaster's Report
Mr. Williams reported that the paperwork for ordering road salt is ready and that the trucks are being prepared for winter with plows and spreaders.

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Trees continue to fall every week, and the road crew has been managing the situation. Tree removal is expensive, costing at least $1,000 per tree, and these expenses need to be included in the budget. Lehman Township recently adopted a tree removal ordinance requiring residents to clean up trees within their rights-of-way. The Township office has contacted Lehman Township to obtain a copy of the ordinance.
Identifying dead trees and identifying potential funding sources need to remain part of the Hazard Mitigation Plan. An arborist should identify and mark problematic trees, and property owners would need to be notified. However, some property owners may not be able to afford the cost of tree removal. Once trees are marked, liability becomes a concern. Mr. Williams also noted that Pike County Light & Power has been doing a good job of cutting down trees.

Zoning
Since the last meeting, the sign and zoning permits for the Christmas tree sale have been issued. Two additional sign permits have also been issued for businesses along Route 6 and Route 209.

Public Participation:
Nancy Osterberg, the Pike County Master Gardener, stated that she had forwarded information about Penn State Extension's Seed to Supper program to the Board of Supervisors. She also reported that they have been working diligently in the garden adjacent to the Township building and look forward to teaching residents how to grow their own food.

Secretary's Report:
The following correspondence and notifications were received:

- A letter from Nancy Osterberg regarding the Seed to Supper Program partnership and its 2026 spring schedule.
- A code violation letter from UGI regarding a property.
- Notification from the Pike County Commissioners that the maximum County EMS match Milford Township is eligible to receive for 2027 is $61,757.
- The results of the 2026 distress determination from the Municipal Pension Reporting Program.
- Certified mail from Magnotta & Rotella Law regarding the proposed Data Center Overlay District.
- A Certificate of Insurance from Greenwood Hills POA.
- The Road Task Force and COG meeting agendas and minutes.
- Notification from PennDOT that the estimated Liquid Fuels allocation for 2027 is $55,400.62.
- Notification from PennDOT regarding receipt of the Scoping Meeting Application submitted by DEPG Milford Associates LLC.
- A Change of Assessment Report from Kimber Trimble.

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- Information about a workshop scheduled for November 18 regarding additional walking and biking opportunities and funding, which was distributed at the last COG meeting.

Old Business:

a. Milford Township Municipal Facility Improvements

Due to the upcoming holiday season, Mr. Fuller will prepare a new bid package for advertisement in January, with the goal of establishing a spring project timeline. It was noted that the primary election is typically held on the third Tuesday in May, and the project schedule must not interfere with the election.

b. **Data Center Ordinance and Update to Section 407 of the Zoning Ordinance**

The ordinance has been advertised. Ms. Sarcinello provided a clean copy of the Data Center Ordinance, with the revisions incorporated, for adoption. Mr. Fuller forwarded the revised Section 407 of the Zoning Ordinance, which was unanimously approved to be forwarded to the County for review and comment.

New Business:

a. **Zoning Ordinance – Removing Sections 308.1, 401.1 through 401.3 – Planning Commission**
The Solicitor has forwarded the replacement text for the "No-Impact Home-Based Business" provision. Ms. Sarcinello has provided a sample "Major Home Occupation" ordinance containing 21 regulations, which the Planning Commission reviewed and recommended for consideration by the Board of Supervisors. This sample ordinance states that there would be some impacts such as parking commercial vehicles, visitation, and deliveries in the property. The Solicitor will provide the updated replacement text to reflect changes in the pagination of the Zoning Ordinance following several updates.
The Board of Supervisors voted unanimously to forward the revised replacement text provided by the Solicitor to the County for review.

b. Ratify the Rescheduling of the 5K Run/Walk Request to October 18 – Pike Autism Support Services
The Board of Supervisors unanimously voted to approve the ratification.

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c. Community meeting dates request for November 14 & November 21 – Greenwood Hills HOA
The Board of Supervisors unanimously voted to approve the request, subject to the usual conditions.

d. FEMA Tools to inform Residents about Flood Map Change
The Township was asked to post the flood maps on its website to ensure residents are aware of the changes. This item will be included on the agenda for the next meeting. The Secretary confirmed that the flood map has already been posted on the Township's website.

e. Seed to Supper Partnership – Nancy Osterberg
This item was previously discussed under Public Participation.

f. Pike County Hazard Mitigation Plan Jurisdictional Worksheets
This item was discussed during the workshop.

Public Participation

In response to a representative from the Pike County Dispatch, the Supervisors clarified that the motion regarding Section 407 of the Zoning Ordinance was to forward the draft to the County for review and comments. Letters have been sent to the owners of the affected properties regarding the Data Center Ordinance adoption hearing, and the properties will be posted soon.

Matt Contreras stated that the 174-foot cell tower, which is located in Dingman Township, was discussed at the Milford Borough Council meeting. The letter was mistakenly sent to Milford Borough instead of Dingman Township.

Mr. Di Lorenzo reported that the Township received a complaint from the Pennsylvania Department of Environmental Protection (DEP). A landscaper had struck the toilet tank located between Key Food and Citizens Bank on a Friday, causing water to run down to the road throughout the weekend. The issue was repaired on Monday morning. One or two weeks later, the toilet tank was struck again, causing the water to overflow. Approximately 43,000 gallons of water had been discharged during that quarter. The toilet and pump were replaced; however, a week later, the water began bubbling up again. Mr. Di Lorenzo reported that the issue is being addressed.

There being no further business to discuss, the Supervisors unanimously voted to pay the bills and adjourn the meeting at 7:43 p.m.