

MILFORD BOROUGH – MEETING MINUTES 8/18/25

The Milford Borough Council met August 18, 2025, at 7PM in the Borough Hall located at 109 W. Catharine Street for a regular council meeting. This meeting was advertised and open to the public. Present were Council President Joseph Dooley, Vice President Maria Farrell, Council Members Doug Manion, Peter Cooney, Sharmie Ford and Richard Provenzano. Also present were Solicitor Jason Ohliger, Mayor Douglas Jacobs, Chief McCormack and Secretary/Treasurer Francesca Lombardo. Council Member George Lutfy was not present. The meeting was called to order followed by a roll call and the Pledge of Allegiance. President Dooley asked for a moment of silence for DPW worker Ryan Harford who recently passed away.

Adopt Minutes: 7/14/25, Workshop – 7/14/25. **Motion to approve both by Farrell/Provenzano, AIF.**

Adopt Agenda: Motion to adopt agenda with the addition of # 12j – Discussion and vote to approve resolution to Restore the Star by Farrell/Cooney, AIF.

Public Comment: None

Public Hearings:

a. Luhrs Land Development Extension. **Motion to carry forward by Cooney/Farrell, AIF.**

MEC Report: Postponed to the September meeting.

Shade Tree Report: Postponed to the September meeting.

Milford Fire Department: Dave Ruby from the Milford Fire Department spoke about the importance of signing up for Code Red alerts. Residents can subscribe to receive alerts via text message and/or email for any natural disaster in the area. The MFD reached out to a supplier called Federal Signal to request pricing on a new siren or horn for the Borough. This signal will alert residents in the Borough of any types of imminent danger such as a flood, etc.

Treasurer's Report: For July the General Fund collected \$24,118 in interest to date. Real Estate taxes collected through July were \$546,682, Real Estate Transfer Tax was \$33,572, Earned Income Tax was \$378,176, and LST Tax was \$37,822. Milford Borough received \$4,000 from the Greater Community Foundation for painting of the Borough Hall building. The Borough's Pension with Girard is going to be changing platforms from Nationwide to Charles Schwab due to Nationwide outsourcing their back office, and the reports received have been inconsistent. Charles Schwab does all reporting in-house, and has better reporting systems. In October, the Council will have a budget meeting for 2026 budgets. PSAB has released the 2026 Budget Bulletin which can be used as a guide when preparing budgets for the departments. The Borough has signed up for an account with PennBid for future projects. The first project was sent out for bid today for the Stormwater RFP. Municibid is another account the Borough has signed up for to sell any equipment the Borough no longer needs. Municibid was used to sell the garbage truck that was shared with Matamoras. **Motion to approve by Manion/Provenzano, AIF.**

HARB/Certificates of Appropriateness:

a. Deez Donutz – 219 Broad St – Two signs on the building and one double sided hanging sign from bracket. **Motion to approve by Manion/Farrell, AIF.**

Special Events/Applications:

a. Blues, Brews and Barbeque Block Party – Milford Matamoras Rotary Club - 10/25/25, Road closure. **Motion to approve by Manion/Farrell, AIF.**

b. Septemberfest Street Party – Jive LLC – 9/20/25, road closure. **Motion to approve by Manion/Ford, AIF.**

c. Halloween Street Party – Jive LLC – 10/31/25, road closure. John Messer made a comment that he believes it is not a good idea to block off the street during Halloween. The Council responded that this has not been an issue and will address any issues that arise if any. Connie Nichols asked what is the time frame for trick-or-treating this year. President Dooley stated that the usual hours are from 4pm – 8pm. **Motion to approve by Manion/Ford, AIF.**

d. Dia De Los Muertos Celebration – La Posada – 10/31/25 – 11/2/25. **Motion to approve by Manion/Ford, AIF.**

e. Girl Scout Troop Formation – Barckley Park – 9/24/25. **Motion to approve by Manion/Farrell, AIF.**

f. 9/11 Remembrance Ceremony – Marine Corps League – 9/11/25. **Motion to approve by Manion/Provenzano, AIF.**

New Business:

a. Discussion on letter from Milford Township regarding Constitution Ave Bridge. Milford Township Supervisor, Gary Williams wrote a letter to the Pike County Commissioners in regards to turning

Constitution Avenue Bridge into a pedestrian and bike bridge only. After much discussion the Council voted to write a letter to the Pike County Commissioners to suggest applying for grants to help restore the deteriorating bridge to keep it open for vehicle travel. Fred Weber stated that the sign for that bridge states 29 tons and suggested the Borough ask to lower the tonnage in the letter.

Motion to write a letter by Cooney/Farrell, AIF.

- b. Discussion and vote to advertise changes to Special Events Ordinance. **Motion to approve by Manion/Ford, AIF.**
- c. Discussion and vote on need for time clock. The Council decided to do further research for the need of a time clock and other financial options.
- d. Update on ID's for Borough Council, MPD and Office Employees. Secretary/Treasurer Lombardo stated that the names of the Council Members & staff have been sent along with the titles for the ID's. The next step is to send each picture to receive a sample ID to be voted on.
- e. Discussion and vote to advertise changes to the Solid Waste Ordinance – Chapter 253. **Motion to approve by Manion/Provenzano, AIF.**
- f. Discussion and vote to create Investment Committee and appoint members to same. Candace Mahala asked what the Borough will be investing. President Dooley stated that the Uniform and Non-Uniform Pension plans are invested and this committee will look into these investments as well as other options to invest other monies the Borough has in the bank. **Motion to approve by Manion/Cooney, AIF.**
- g. Discussion and vote to accept bid in the amount of \$156,200 for sale of the trash truck. **Motion to approve by Farrell/Ford, AIF.**
- h. Discussion and vote re need to hire full-time employee for DPW. The Council discussed the need for two full-time DPW employees. After much discussion it was determined that there is a need for two full-time employees and these positions are in the current budget.
- i. Discussion regarding Broad St. and Harford St. recurring accidents and proposed mitigation. President Dooley and Council Member Lutfy had discussed how to reduce accidents at the intersection. It was determined the best option is to paint lines at this intersection and add Do Not Block the Box signs on each corner.
- j. Discussion and vote to accept the audit report from Kirk Summa dated August 11, 2025. **Motion to accept by Farrell/Manion, AIF.**
- k. Discussion and vote on policy to provide \$250 expense reimbursement for MFD/EMS Volunteers. This agenda item was tabled for a future meeting, **motion by Manion/Farrell, AIF.**
- l. Discussion re TASA Grant. The TASA Grant stands for Transportation Alternatives Set Aside program. Projects are funded at 100% of the construction costs, including construction inspection. No application match is required. The idea is to use these funds to build a pedestrian footbridge across the Vandermark from Blackberry Alley to Bennett Avenue. The Grants Committee is going to look into this grant and see if we can submit an application.
- j. Discussion and vote to approve resolution to Restore the Star. Connie Nichols asked what is the cost to construct the star. Vice President Farrell responded that the star is intact and they are fundraising the money to restore it to the Knob. **Motion to approve by Farrell/Cooney, AIF.**

Old Business:

Update on Act 537 Plan. The Borough received a letter from the DEP requesting their automatic 60-day extension. This additional time will not exceed 60 days. The Borough will be notified on or before October 6th for DEP's decision.

Mayor's Report: Mayor Doug Jacobs spoke about the difficulty of finding part-time officers to apply and/or pass the Civil Service Exam. At this time the MPD has their hands tied and unable to do the crosswalk details and any other additional safety details needed. Mayor Jacobs also asked the residents to not walk out into the intersection and put their arms out to stop vehicles, as this is not a safe tactic.

Police Report: Reports were distributed to the Council. Chief McCormack reported the following data for July: The police responded to 141 calls for service, 1 drug arrest, 4 domestic related arrests, 8 fights, 8 parking complaints, and 13 traffic accidents. In addition, 6 parking tickets, 27 traffic citations, 30 verbal warnings, and 30 written warnings were issued, and there were 60 traffic stops and 6 commercial vehicle stops. The MPD assisted other PD's 18 times in July. Chief McCormack is working with Econo-Pak to keep the vans from cutting through the Borough and speeding on the side streets. The Chief conducted an analysis on crosswalk and stop sign violators by stopping the vehicles and talking with the driver's instead of giving any citations. The 10 out of the 12 vehicles that were stopped for these violations were

residents of Milford Borough. Sgt. DaSilva received an award for his role in the incident in Moon Valley. Sgt. DaSilva also is conducting an investigation into the truck that hit the wall on Broad St. & Harford St. **Committee Reports:** Council Member Cooney stated that he dropped off a copy of the Admonishment form to Solicitor Ohliger's office for review.

Council Member Provenzano stated that line painting is ongoing during the evening hours. The storm drain repair on Sawkill Avenue has been completed. Provenzano met with Leeward Construction regarding the paving project and streets were marked that are going to be paved. The paving should start in September. One question arose about paving by the ball field in front of the snack stand. This can be done as a change order if the price is under the bidding threshold.

Vice President Farrell stated the fencing around the playground area in Ann Street Park has gone up. Equipment will be moved in the next week. The construction company was trying to salvage the swing set but were unable to due so to the past repairs made. A local resident would like to obtain the merry-go-round and install it at their home. The Council decided to list the merry-go-round on Municibid for sale. **Motion to list merry-go-round for sale by Manion/Farrell, AIF.**

Correspondence: The Borough wrote a letter in support of the Pike County Historical Society.

Appointments/Resignations:

Vote to accept HARB resignations. **Motion to accept the resignation from Kevin Stroyan by Manion/Ford, AIF.**

Vote on HARB appointment. **Motion to appoint Dan Connelly by Manion/Farrell, AIF.**

Borough Solicitor Update: None

Council President Update: President Dooley stated there is a Workshop meeting in October to discuss the 2026 budget and would like to hear from Council if there are things about the Borough that keep you up at night.

Public Comment on Matters Under Borough Control: Resident Heidi Braun wanted to know if the MPD has found the Amazon truck that struck the wall on the corner. Chief McCormack stated that the trucking company that was hauling the Amazon load was not from Amazon and they are trying to identify this trucking company.

John Messer asked where he can tell his guests to park on the street and if the 2-hour parking signs by his business can be taken down. Chief McCormack responded that guests can park on the street but no more than 30 feet from the stop sign. President Dooley also responded that the Borough cannot take down these signs because it can cause an issue with people parking in a spot for long periods of time. Alex Garcia, Linda Seudal, Candace Mahala and Connie Nichols voiced their opinion on how the Borough needs two full-time DPW workers.

Craig Selnick asked again when the holes on Catharine Street are going to be paved. Council Member Provenzano stated that Paul will be patching these holes with left over asphalt.

Candace Mahala stated that the Borough should set up cameras on all the crosswalks like the camera that will be placed at the intersection of Broad St. & Harford St. President Dooley responded that the camera at the intersection will be positioned to look down Broad Street to cover the other crosswalks as well. Candace also suggested to have a specific place to report incidents by the residents.

Bill Pitman from Milford Township suggested making Broad St. one lane by the light.

Fred Weber stated that the Borough needs two full-time DPW workers and one part-time employee as well, which is reflected already in the 2025 budget. Fred also suggested to look into the McKenzie Traffic Study that was done at Broad St. & Harford St., which states how to solve the problem by moving the lane over by the Community House. President Dooley responded that an engineer has looked at this idea and it was determined that this method would not work.

Executive Session: Motion to open the Executive Session by Manion/Provenzano, AIF. Motion to close by Farrell/Manion, AIF. Motion to re-open regular meeting by Farrell/Manion, AIF.

Discussion and vote to hire full-time employee for DPW. Motion to hire Jay DeGroat as a full-time DPW employee by Provenzano/Manion, President Dooley voted no, All Others In Favor.

Motion to Adjourn at 9:40 pm by Manion/Farrell, AIF.