

MILFORD BOROUGH – MEETING MINUTES 3/18/24

The Milford Borough Council met March 18, 2024, 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 Peter Cooney, Sharmie Ford, George Lutfy, Doug Manion and Richard Provenzano. Also present were Solicitor Jason Ohliger via zoom and Secretary/Treasurer Francesca Lombardo. Mayor Sean Strub was not present. The meeting was called to order followed by a roll call and the Pledge of Allegiance.

Motion to adopt Minutes from Meetings, 2/20/24, by Farrell/Manion

Motion to Adopt Agenda Motion by Manion/Lutfy, AIF.

Public Comment: None

Public Hearings

- a. Conditional Use Hearings to consider the application of Douglas and Penny Luhrs for approval to permit construction of three two-family homes upon property located at 404 Seventh Street. **Motion to open hearing by Manion/Lutfy, AIF. Motion to adjourn hearing to the April 18th Council Meeting by Manion/Provenzano. Motion to close hearing by Farrell/Manion, AIF.**
- b. Progressive Health Lot Improvement hearing was opened by Solicitor Ohliger by marking the exhibits for the record. **Motion to close hearing by Farrell/Manion, AIF. Motion to approve by Manion/Lutfy, AIF.**

Zoning/Building Report: The Zoning/Building report was distributed for review. **Motion to accept Zoning/Building report by Lutfy/Manion, AIF.**

SEO Report: Quarterly

Update from MFD/EMS: Quarterly

Milford Enhancement Committee Report: None

Shade Tree Report: 24 failing trees were removed in the month of March. Shade Tree Commission applied and was approved for a tree grant. Arbor Day is scheduled for April 13th. The Shade Tree Commission will be planting 16 new trees throughout the borough. The Shade Tree Commission is asking all residents to please not staple any posters or flyers to the trees. The staples damage the trees and you can receive a citation from the MPD for violation of our Ordinance.

Treasurer's Report: The General Fund has collected \$6,476 in interest to date. Real estate transfer taxes through February were \$3,342. The EIT through February is \$119,945 and the LST tax is \$18,763. We're still receiving delinquent EIT monies from 2021, 2022 and we have started receiving some delinquent funds from 2023. In March, we will be receiving our liquid fuels funding in the amount of \$41,144.43. **Motion to accept the Treasurer's Report by Provenzano/Cooney, AIF.**

Special Events Applications: None

HARB/Certificates of Appropriateness: None

New Business:

- a. Discussion and vote on cell tower ban on Milford Borough owned property. A motion was made but there was no second. The motion did not pass.
- b. Update on the 2024 Farmers Market. A zoning permit was issued by our zoning officer for the 2024 Farmer's Market. The only change is going to be an addition of a weekend over Thanksgiving.
- c. Charles White deed to alley. The Council has previously approved the request to vacate the alley. The new deeds have been prepared to be signed by the Borough Council President. **Motion to approve, sign deed and sell Cranberry Alley to Charles White for \$1 by Farrell/Manion, AIF.**
- d. Discussion and vote on revision of Borough Hall Rental Agreement. This agenda item has been moved to the April 15th meeting.
- e. Gatherings Policy notification update. Milford Borough has a policy for public gatherings. There is a form on our website. Anyone who wants to have an event on our sidewalks or on any borough property, needs to complete this application and submit to the Borough Office.
- f. Discussion and vote to spend no more than \$10,000 on a new fence for Barckley Park with potential reimbursement from Marcellus Grant. Vice President Farrell would like to submit a

Marcellus Mini-Grant through the Pike County Scenic Rural Character Preservation Program to replace the fence in Barckley Park. The Grant would also include plans to put in terrace steps going down to the Borough water front property. Connie Nichols from the Milford Garden Club stated that she is working with VP Farrell to plant Japanese Grass along the fence line to help with erosion and there is little to no upkeep with this type of grass. Frank Tarquinio asked if the new fence will block the view of the river and the answer was no, it will not block the view. **Motion to approve by Farrell/Cooney, AIF.**

- g. Completion of the West Harford Project. President Dooley and Council Member Provenzano did a walkthrough with PennDOT and Krieger Construction, the prime contractor and devised a punch list of items that need to get fixed before we close out the project. The list included the curb height of driveway entrances. The curb height from the paved roadway to the lip of the driveway entrance can't be more than 1.5 inches. Some of these were more than two inches. PennDOT has agreed to repair the curbs in those sections.
- h. Discussion and vote on Brad's Plumbing invoice for \$8,100 to install split heating system in MPD locker room. This discussion was moved to the April meeting pending more estimates to be received.
- i. Discussion and vote on request from Planning Commission to hire consultant for SALDO process and changes not to exceed \$5,000. **Motion to approve by Manion/Farrell, AIF.**
- j. Discussion and vote to accept bid for sale of DPW Ford F-350. **Motion to accept bid of \$9,600 from DeNaples Auto Parts by Manion/Farrell, AIF.**
- k. Results of union vote and appointment of Council Member/s to negotiate. The results of the union vote were unanimous to form a union for both the MPD and DPW. **Motion to hire a union negotiator and appoint Pete Cooney and Joe Dooley to negotiate by Lutfy/Farrell, AIF.**

Old Business:

- a. Milford Borough 150th Celebration. At the last meeting the Council agreed to have Pete Cooney and Lisa McAteer work together to have this celebration at the tree lighting in December. Matt Osterberg contacted the Borough and would like to join in this celebration because it is the 100th anniversary of the Milford Community House.
- b. Discussion and vote to advertise amendment to Ordinance # 290 for stop sign on Currant Alley. **Motion to advertise hearing for Ordinance at the April 15th meeting by Manion/Ford, AIF.**

Mayor's Report: Officer Carvounis presented the Mayor's Report in the absence of Mayor Strub and Chief McCormack. There were a total of 64 traffic stops. Within those 64 traffic stops, there were 39 verbal warnings, 27 written warnings, 23 citations, 25 parking citations written, 12 commercial vehicle stops and 152 citation within stationary enforcement areas. The MPD had a total of 187 calls for service in the month; that ranges from fraud calls, theft calls, criminal mischief calls, nine accidents not involving injuries, criminal mischief reports, several traffic and parking problems, everything from commercial alarms to dogs running loose, record checks. There were nine official all-assists of other agencies and the mileage was 3,071 patrol miles between the three vehicles. **Motion to accept by Manion/Cooney, AIF.**

Committee Reports:

- a. DPW – 7th Street turnback. A turnback is when PennDOT turns a road back to the municipality, requiring the Borough to be responsible for the entire road, paving and maintenance. This turnback would not be beneficial for the Borough at this time.
The question was raised if we were going to be able to get the radar in the future. It looks like the House will not bring this to vote again.
The leaf vacuum is going in for repair. Councilman Provenzano wanted to remind the residents to please do not put sticks or rocks mixed with the leaves because it's tearing up the impeller. The DPW crew was going to start to cold patch the streets that have potholes that week.
- b. Council Member Ford updated the Council about the recent Grants Committee meeting and a tracking spreadsheet for all grants. Council Member Ford is also looking into new ways to improve the website design and is putting together the newsletter template for review.

Correspondence:

- a. Route 6 Façade Program. Notices were sent to Milford Merchants that there's a program, a dollar-for-dollar match up to \$4,000 for businesses that are on Route 6 to improve the front of their buildings.
- b. Discussion regarding request to abandon a portion of Huckleberry Alley. The Council agreed that only alleys not currently used and completely contained within a property owners' lot, would be appropriate for discussion on abandonment.
- c. An email was received from Borough resident Rebecca Lindsey praising Paul and Duane for their above and beyond help with the tree debris from the last wind storm.

Appointments/Resignations:

- a. Lisa Emery – CSC resignation. **Motion to accept by Lutfy/Manion, AIF**
- b. Lisa Emery – ZHB primary. **Motion to appoint by Lutfy/Manion, AIF**
- c. Alex Garcia – ZHB alternate. **Motion to appoint by Lutfy/Farrell, AIF**
- d. Eileen Andree – Planning Commission resignation. **Motion to accept by Manion/Lutfy, AIF**
- e. Identify future volunteer. An advertisement will be listed on the Borough website and through MailChimp message.

Borough Solicitor Update: None

Council President Update: Designate Arbor Day to be Saturday, April 13th. **Motion to approve by Farrell/Manion, AIF.**

Public Comment on matters under Borough Control:

Jeff Olsommer introduced himself and is a candidate running for the House seating the 139th district to replace Joe Adams.

Liam Hutchinson from Better World asked the Council to look into the amount he paid for his building permit because he felt it was a high amount. Council Member Lutfy said he would look into this for him.

Fred Weber asked if the Council wrote the letter to Verizon denying their proposal to install a cell tower in the Borough. President Dooley stated that he called Verizon the next day and let them know that Milford Borough was not interested in installing a cell tower. Lastly, he asked about the status of the repair to the wall by Forest Hall, Broad & West Harford. Council Member Lutfy let him know that the repair will happen when the weather gets warmer.

Mr. O'Leary asked the Council if the residence at 303 W Ann St was added to the taxable list and no longer tax exempt. President Dooley asked Secretary/Treasurer Lombardo to verify this and let Mr. Weber know the answer to his question.

Frank Tarquinio updated the Council about the Milford Township meeting regarding the aquifer.

Milford Township has a Conditional Use 407 section which requires engineering and aquifer studies. They have never enforced this partly because the wording was too vague. They're working now to do something with it to make it applicable to areas like the aquifer.

Connie Nichols asked why the leaf machine was broken again. Council Member Provenzano addressed this question stating that rocks and sticks are being pushed onto the street with the leaves and they are breaking the machine.

Executive Session – Motion to adjourn and open Executive Session by Lutfy/Manion, AIF. Motion to close Executive Session by Manion/Provenzano, AIF.

Discussion and vote to hire Part-Time Police Officer/s: Motion to conditionally hire three part-time police officers, depending upon the results of their required background checks and other requirements to conditionally hire a police officer in the state of Pennsylvania - Hire Lauren Mateka, Justin Langdon, and David Nicoletta. **Motion to approve Manion/Provenzano, AIF.**

Motion to Adjourn at 9:10 pm by Manion/Provenzano, AIF.