

MILFORD BOROUGH – MEETING MINUTES 1/23/23

The Milford Borough Council met January 23, 2023 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, Andrew Jorgenson, George Lutfy, Doug Manion, Dale Thatcher and Mayor Sean Strub. Also present were Solicitor Jason Ohliger and Secretary/Treasurer Francesca Lombardo. The meeting was called to order followed by roll call, Flag Ceremony performed by Cub Scout Pack 1071 and The Pledge of Allegiance.

Motion to adopt Minutes from December Meeting, 12/19/22, by Manion/Lutfy. AIF

Motion to adopt Agenda – Mot. to adopt agenda - Manion/Farrell, AIF

Special Public Comment: The Borough Council opened the public comments first to Cub Scout Pack 1071 to ask the Council questions.

Public Comment: Ron White from Fifth and Sarah Street made a comment regarding the noise from the traffic that comes through Sarah Street such as loud car exhausts and speeding. Fred Weber also commented on the same issues on other Streets in the Borough, especially on the loud backfire mufflers.

Conditional Use Hearing: Motion to open hearing Thatcher/Manion, AIF.

- a. SNK – Milford Mart – The Conditional Use hearing was adjourned pending a Variance Application/Hearing set for February 13th meeting – **Motion to close hearing Thatcher/Manion, AIF.**

Zoning Report: None

SEO Report: None

Milford Enhancement Committee Report: None

Shade Tree Report: None

Treasurer's Report: Effective January 1, the bidding threshold has now been increased to \$12,200. Anything under 12,200 doesn't need any formal bidding required. Contracts between \$12,000 - \$22,500 require the three written quotes or estimates and anything over the \$22,500 require formal bidding. The year-end real estate tax collection was \$650,971. The real estate transfer tax for 2022 was 77,117. The total earned income tax for 2022 was \$467,872, collected after commissions and fees; LST tax final amount collected is \$39,797. In councilmember packets are all the graphs showing income versus expenses. There is also a snapshot of a comparative P&L 2022 to 2021 showing that the bottom line in 2022 has almost doubled from 2021, showing a surplus for close to \$100,000. **Mot. to accept**

Treasurer's Report - Cooney/Manion, AIF.

Special Events Applications: None

Certificates of Appropriateness:

- a. 150 Water Street – Earthly Treasures to install wood Victorian wall sign **Mot. to approve Thatcher/Lutfy, AIF.**
- b. 214 W. Harford Street – NBT Bank to install new directional signs. **Mot. to approve Lutfy/Farrell, AIF.**
- c. 411 Broad Street – Tom Quick emergency modification for electrical panel on side of building. **Mot. to approve Farrell/Manion, AIF.**
- d. 311 W Harford Street – emergency repair to rotting front steps of Spoonful. **Mot. to approve Lutfy/Jorgenson, AIF.**
- e. Accept HARB 2022 Annual Report and revised HARB Application- **Mot. to approve Thatcher/Lutfy, AIF.**

New Business:

- a. Appoint members to Civil Service Commission – Frank Tarquinio was appointed to a 4-year term, Frank Feeley was appointed to a 6-year term and Heidi Braun was appointed to a 2-year term. The Alternates appointed were Lisa Jenkins, Sharmie Ford and Pete Cooney, for 6-year term. **Motion to approve all appointees, Lutfy/Manion, AIF.**
- b. Discussion and vote on vacating Peach Alley – The Council suggested that Milford Hospitality

Group work with Milford Enhancement Committee to come up with a plan on how to utilize the Alley for pedestrians only and the Council will re-visit vacating the alley.

- c. 2023 Borough proposed road paving plans – A list of roads/streets/alleys that are to be paved this year was distributed to the Council for review.
- d. Grants & Federal Funding Update
 - Act 537 Plan funding from Federal Government 16.8 million
 - Stormwater funding from Federal Government 3.5 million
 - \$400,000 DCNR Grant approval
 - \$300,000 LSA Grant status
 - \$19,080 ARLE Grant for 4 electric speed signs
- e. Reserve Accounts
 - Update on “Capital Reserve” Account – The Borough has money set aside in a Capital Reserve account since 2013. Research will be done to see if we can move this money into a Operational Reserve account.
 - Discussion on the creation of \$150,000 “Operational Reserve” Account – Once the Council researches the Capital Reserve account, we can consider the creation of an Operational Reserve account with some funds from our regular operating surplus.
- f. Discussion and vote on increase in bond coverage - **Mot. to increase bond coverage to \$2,000,000, Thatcher/Jorgenson, AIF.**
- g. Discussion and vote on engineering firms for Ann St Park and Stormwater Upgrades – **Mot. to approve Barry Isett for these upgrades, Farrell/Manion, AIF.**

Old Business:

- a. Discussion and vote on resolution accepting updated Act 537 plan including recent public comments. **Mot. to accept resolution, Manion/Lutfy, AIF.**
- b. Discussion and vote on updated Vehicles & Traffic Ordinance, Chapter 290 – This item has been tabled to the next meeting pending revisions.
- c. Update on Milford Fire Department use of 2nd floor in Borough Hall – The Council is still in the process of requesting quotes for the clean out of the 2nd floor for use of the Milford Fire Department.

Mayor's Report:

- a. Discussion and vote on hiring a Part-Time Police Officer – **Mot. to hire Marty Gaughn as part-time Police Officer, Lutfy/Jorgenson, AIF.**

Committee Reports:

Law/Zoning

Finance/Insurance

Communications Technology

Borough Property

Streets and Lights – Maria Farrell attended a Road Task Force meeting regarding the Sawkill Bridge – VP Farrell is going to write a letter to enforce the weight limit of 20 tons over the Sawkill Bridge, **Mot. to write letter, Thatcher/Manion, AIF**

Parks and Recreation

Grants Committee

Citizen's Advisory-HARB

Council/Business Roundtable

Correspondence:

- a. Milford Township Letters – 12/27/22 & 1/5/23 – Milford Township has expressed that they do not want to participate in anything regarding the Act 537 Plan
- b. Municipal Rate Schedule for 2023 from Kiley & Associates – The Council will review the rates.
- c. Letter from Ryan Scott regarding Log Tavern Brewery Zoning Issue – Log Tavern has to submit an application with sewage and zoning.

Appointments/Resignations:

- a. Accept resignation of Recreation Committee member Michael Zimmerman and thank him for his years of service – Resignation was accepted by the Borough Council. Michael was a long-

standing member of the Recreation Committee and big part of the Music in the Park and will be hard to replace. The Council recognizes Michael's years of dedication to Milford Borough.

Mot. to accept resignation, Farrell/Manion, AIF

- b. Vote on the re-appointment of Russell Boronow to the Milford Water Authority Board for another five-year term, expiring on December 31, 2027. **Mot. to accept re-appointment, Lutfy/Thatcher, AIF.**

Public Comment on matters under Borough Control: None

Executive Session: Mot. to open Executive Session, Lutfy, Manion, AIF.

Adjourned 10:15pm, Mot Thatcher/Manion, AIF