

MILFORD BOROUGH – MEETING MINUTES 2/18/25

The Milford Borough Council met February 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 George Lutfy, Peter Cooney, Doug Manion, Sharmie Ford and Richard Provenzano. Also present were Solicitor Jason Ohliger, Mayor Douglas Jacobs and Secretary/Treasurer Francesca Lombardo. The meeting was called to order followed by a roll call and the Pledge of Allegiance.

Adopt Minutes: 1/6/25, 2/3/25. **Motion to approve by Manion/Farrell, AIF.**

Adopt Agenda: **Motion to adopt by Manion/Lutfy, AIF.**

Public Comment: None

Boy Scout Troop 1071 presentation on 115th Anniversary of BSA. The Boy Scout Color Guards lead the Pledge of Allegiance. The Council was presented with the history of the Boys Scouts dating back to 1910 when the Boy Scouts of America was formed. Several Eagle Scouts, Boy Scouts, Star Scouts and Webelos Scouts spoke about the history and all the changes through the years, including allowing girls to join the BSA. The two Eagle Scouts that explained their projects to achieve this rank and were greeted with a round of applause.

Public Hearings: **Motion to open Luhrs Land Development Manion/Farrell, AIF.**

Luhrs Land Development hearing was adjourned until July 21st. **Motion to adjourn by Manion/Provenzano, AIF.** **Motion to close the Luhrs hearing by Manion/Farrell, AIF.**

Motion to open the SALDO Ordinance hearing by Manion/Farrell, AIF. Motion to adopt the SALDO Ordinance by Manion/Farrell, AIF. **Motion to close the SALDO hearing by Farrell/Provenzano, AIF.**

Milford Fire Department Year End Report. The year end report was present by Eric Passaro, Assistant Chief for the Milford Fire Department. In 2024 the MFD recruited 11 new firefighters bringing their total roster to 67 members. Out of the 67 members, 45 are active emergency personnel that attended state and county level training. The Milford Fire Department responded to 532 fire incidents and 741 EMS incidents in 2024. MFD added a trailer to their fleet that will allow firefighters to respond to confined space rescues, hazmat high angle rope rescues, building collapses, and certain hazmat specialties.

Treasurer's Report: The 2024 year end and January 2025 financial reports were distributed as well as the income vs. expense graphs. For 2024 the General Fund has collected a total of \$52,250 in interest, Real Estate taxes collected totaled \$562,608, Real Estate Transfer taxes collected totaled \$38,132, the Earned Income Tax collected was \$578,868 and LST Tax was \$65,235. For January 2025 the General Fund has collected \$3,650 to date. Real Estate taxes collected in January were \$5,596, Real Estate Transfer Tax was \$10,330, Earned Income tax was \$39,830, and LST Tax was \$6,133 for January 2025. One Borough employees who has taken the buyout of the health insurance, resulting in a \$16,000 savings. The Pike County Commissioners approved the \$40,000 match EMS Grant Program for 2025. The Borough pays \$10,000 per quarter to the MFD and the Pike County Commissioners match that \$10,000 per quarter, payable to the EMS Fire Department.

Special Events/Applications:

- a. Autism Acceptance Month – Pike Autism – Bows on trees – April 2025. **Motion to approve by Farrell/Manion, AIF.**
- b. Pike County Butterfly Release – Karen Ann Quinlan Hospice – June 7, 2025. **Motion to approve by Farrell/Manion, AIF.**
- c. St. Patrick's Day Party – Dimmick Inn – March 16, 2025. **Motion to approve by Lutfy/Provenzano, AIF.**
- d. St. Patrick's Day Party – Jive Bar – March 16, 2025. **Motion to approve by Lutfy/Provenzano, AIF.**
- e. Ridley Memorial Rotary 5K – Milford/Matamoras Rotary Club – May 17, 2025. **Motion to approve by Farrell/Manion, AIF.**
- f. Special Events Security. This discussion was moved to another meeting.

HARB/Certificates of Appropriateness:

- a. 216 Broad St. – Broad & Pear – install hanging metal sign with vinyl lettering, vinyl window & door signs clear with white lettering. **Motion to approve by Lutfy/Manion, AIF.**
- b. 202 E. Harford St – Progressive Rehab - replace existing shed with a new pole-barn style shed. **Motion to approve by Manion/Lutfy, AIF.**
- c. 150 Water St – Maria Wheeler – add signs for new business on building. **Motion to approve by Lutfy/Manion, AIF.**

- d. 150 Water St – Natalie Marcoux, Milford Yoga – add sign made of wood on building for new business. **Motion to approve by Lutfy/Manion, AIF.**

New Business:

1. Discussion and vote on SALDO Application and updated Fee Schedule – SALDO Fees. **Motion to approve the SALDO Application by Farrell/Manion, AIF. Motion to approve the Fee Schedule by Manion/Ford, AIF.**
2. Council approval of new plow for DPW truck in the amount of \$6,420. **Motion to approve by Lutfy/Manion, AIF.**
3. Discussion on trash collection options. As of March 31st, Matamoras Borough is no longer picking up garbage. The Municipal Authority for Matamoras has entered into a contract with Casella to collect garbage. The MAM will be charging homeowners a \$29 fee. Milford Borough shares the current garbage truck with Matamoras Borough. Three options were discussed:
 - Finish paying off the loan on the truck and pay Matamoras their 70% of the value of the garbage truck;
 - Sell the current garbage truck and purchase a smaller truck for the estimated amount of \$243,599;
 - Outsource the garbage pickup and sell the current truckThe Council agreed to get 2 appraisals of the garbage truck and advertise an RFP to request bids for outsourcing the garbage pickup.
4. Discussion and vote on allowing Food Trucks for St. Patrick's Day parade. This discussion was tabled for a future meeting.
5. Approve end of year reports:
 - a. Planning Commission end of year report was approved by Manion/Farrell, AIF.
 - b. End of year Financial Report was approved by Lutfy/Manion, AIF.
6. Vote to approve attendance at PSAB Annual Conference June 1-4, 2025 an approximate cost of \$1,200. **Motion to approve Maria Farrell to attend the annual conference by Lutfy/Provenzano, AIF.**
7. Discussion and vote to advertise Act 600. This discussion was tabled because Council Member Manion and Solicitor Ohliger would like to have a conversation with the Pension Plan administrators, Girard pensions to get answers to some questions.
8. Discussion and vote to apply \$50,000 towards DCNR Grant for Ann Street Park. **Motion to approve by Provenzano/Manion, AIF.**

Old Business:

1. Discussion and vote on Resolution to adopt Act 537. **Motion to approve by Manion/Provenzano, Cooney Nay, All Others in Favor.**
2. Update on letter regarding PCLP & UGI rate increases. As per PCLP the rate increase is to be 20% and UGI increase around 10% for 2025. The Borough has two options:
 - Formal complaint process with Solicitor representation at a hearing;
 - Informal complaint process requiring submission of the online compliant form on the PCLP website.The deadline for the PCLP complaint is February 28th and for UGI the deadline is March 28th. The hearings are scheduled for later in the year. The hearing for PCLP is in August or September and for UGI the hearing date in sometime in October. **Motion to have Council Member Manion submit a complaint on behalf of the Borough by Farrell/Ford, AIF.**
- 8 Discussion and vote to advertise the revised HARB Ordinance. **Motion to advertise by Farrell/Lutfy, AIF.**
- 9 Discussion and vote to advertise the revised Vehicles & Traffic Ordinance. **Motion to advertise by Provenzano/Ford, AIF.**
- 10 Discussion and vote to advertise Ordinance on updated Council Member/Mayor compensation. After further discussion this topic was moved to the next Council meeting.

Mayor's Report: Mayor Doug Jacobs will be setting up office hours at the Borough Office for residents to stop in to discuss anything going on in the Borough.

Police Report: The following actions were taken by the MPD: 28 Parking tickets, 24 traffic citations, 40 verbal warnings, 37 written warnings, 79 traffic stops, 7 commercial vehicle stops. Vehicle miles accumulated equaled 3,151. The MPD assisted other Municipalities with 10 calls, total of 209 call for

service, 89 of those calls were for Grey Towers.

The computers in the patrol cars are not equipped to upgrade to Windows 11 for them to function properly. The computers need to be upgraded in order to install Windows 11 or higher. The current price quoted is \$30,000 from a Costars supplier. Chief McCormack will look into other less expensive options for the computer upgrades.

The new MPD truck will be ready for delivery in April. To help with any additional expenses the MPD is looking into grants to help fund the upgrades.

Officer Carvounis will be attending Glock Armor school in the summer at Sussex County Sheriff's Office at no charge to the Borough because our guns are Glocks. The MPD can save money if we have one of our own servicing the weapons instead of sending them out.

Officer Carvounis and Nicoletta will be attending Vascar school on the 27th of February to get certified. Officer Mateyka has received her Master's Degree in Clinical Mental Health Counseling and is Board Certified.

Committee Reports: None

Correspondence:

The Borough is going to send a letter to Senator Baker regarding Firefighter Incentive Legislation to show our support.

Appointments/Resignations: None

Borough Solicitor Update: None

Council President Update: None

Public Comment on Matters Under Borough Control: Candace Mahala asked MPD Chief McCormack when they were going to be conducting the crosswalk sting operations again. Chief McCormack said that this will start up again when the weather is a little warmer.

Executive Session: Motion to open the Executive Session by Lutfy/Manion, AIF. Motion to close by Lutfy/Manion, AIF.

Motion to open Public Session by Lutfy/Manion, AIF. **Motion to terminate Duane Kuhn due to violations of the employee manual, destruction of property and unauthorized use of Borough truck by Lutfy/Manion, Cooney – Nay, All Others in Favor.**

Motion to Adjourn at 10:00 pm by Manion/Lutfy, AIF.