

MILFORD BOROUGH – WORKSHOP MINUTES 10/7/24

The Milford Borough Council met October 7, 2024 at 7PM in the Borough Hall located at 109 W. Catharine Street for a workshop meeting. This meeting was advertised and open to the public. Present were Council President Joseph Dooley, Vice President Maria Farrell, Council Members Peter Cooney, George Lutfy and Richard Provenzano. Also present were Solicitor Jason Ohliger, Mayor Sean Strub and Secretary/Treasurer Francesca Lombardo. Borough Zoning/Building Officer Judy Acosta is present at the Council table for the meeting. Council Members Sharmie Ford and Doug Manion were not present. The meeting was called to order followed by roll call and the Pledge of Allegiance.

Motion to adopt Agenda by Provenzano/Lutfy, AIF.

Public Comment: None

Discussion on Revisions to the Rental Registration & Inspection Ordinance. In response to the last meeting and some concerns shared by residents and landlords, changes were made to the Ordinance. The changes are the following:

- a. Section 225-4, Letter A – “It's the duty of the owners to maintain all regulated rental units and premises in a safe condition and to pass inspections as set forth in section 225-6, in the Maintenance of Property list”.
- b. Section 225-4 – Letter B was added which states “It shall be the duty of every owner to notify the Borough of any change in tenants within 30 days of the change”.
- c. Any reference to the Borough Codes and Borough Secretary have been removed from the Ordinance and replaced with Code Enforcement Officer.
- d. Section 225-5 – Letter D was changed and now reads: Issuance of a License. “A fully completed rental registration application, including the list of tenants’ names on a separate tenant registration form and the appropriate fee is received, provided that the owner is not a violation of the requirements of this chapter, the code enforcement officer shall issue a license for the property”.
- e. Section 225-5 – Letter E – “Failure to renew a license will result in additional fees and/or penalties, was added to this section”.
- f. Section 225 -6 Maintenance of Premises – There were some language changes regarding the requirement of owners to maintain the premises in compliance with the list included in the Ordinance.
- g. Section 225-6 Letter C and Letter D were added. Letter C - Common Area Inspections by Code Enforcement Officer. “The owner shall permit an inspection of the common area upon the initial registration and upon any subsequent change in tenancy”.
Letter D is the Maintenance of Property List for property owners to follow and state what will be looked for during an inspection.
- h. The original section 225-7 was removed and the other sections were moved up.
- i. Section 225-9 Appeals, was added which states “Appeals shall be governed by local agency law. 2 Pa.C.S. §551, *et seq*”.

During this discussion additional revisions were made to the Ordinance after hearing suggestions from Matt Osterberg, Larry O’Leary, Tom Stukane and John Klemeyer.

Brief Discussion with MEC regarding Initiation of PennDOT MTF 2025/26 Grant to Fix Existing Pedestrian Sidewalks Within the Borough’s Business District. The MEC is willing to front \$50,000 towards fixing the bluestone on both sides of Broad Street. The Borough would have to commit to a \$50,000 match towards the grant for this project.

2025 Budget Preparation. A draft budget template was presented to the Council Members for review and input for the 2025 budget.

Open discussion on percentage of residents that are renters vs. homeowners. The Council agreed not to discuss this topic at this time.

Public Comment: None

Executive Session: Motion to open by Farrell/Lutfy, AIF. Motion to close and adjourn by Farrell/Cooney, AIF.

Motion to approve the continued settlement talks with Eric Hammil and offer stipulations allowed to continue for the life of Ms. Theodore plus 10 years and limit parking to three spaces on East High Street.

Adjourned at 9:30 pm by Cooney/Lutfy, AIF.