

MILFORD BOROUGH – MEETING MINUTES 12/16/24

The Milford Borough Council met December 16, 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 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.

Adopt Minutes: 11/12/24, 11/18/24. Motion to approve with one correction as per the 2025 Millage rate, to be corrected to 40.85 and not 27.75 by Manion/Lutfy, AIF.

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

Public Comment: Fred Weber asked if there is an item in the budget for HRG to receive additional compensation for work on the Act 537 plan. President Dooley stated that there is no specific line item for these costs in the budget but there is a surplus in funds that will be able to cover the costs. Mr. Weber then asked about the Act 537 public comment period. President Dooley advised Mr. Weber that he will be discussing this further into the meeting, but there will be a 30-day period for public comment and the Act 537 will be available for review in the Pike County Public Library. Mr. Weber also complimented Secretary/Treasurer Lombardo for having the budget online and suggested the 2025 projected cost vs. the actual spending for 2024 and previous years also be available online. As per Secretary/Treasurer Lombardo, this will be available online tomorrow.

Public Hearing: None

Shade Tree Report: The Shade Tree Commission removed 12 trees in November, with an additional seven that are set to come down shortly. 56 new trees have been planted in the Borough. The new trees were all paid for through various grants and planted by the Tree Commission. The Shade Tree Commission is asking for volunteers for the upcoming new year. If interested, please contact the Borough Office now. The Tree Commission will determine a course of action in late February or early March with the help of our Penn State extension in time for the next spongy moth season in late April or early May.

Treasurer's Report: The November financial reports were distributed as well as the income vs. expense graphs. The General Fund has a total of \$43,507 in interest to date. Real Estate taxes collected through November totaled \$567,127, same as last month. Real Estate Transfer taxes collected through November totaled \$38,132, the Earned Income Tax through November is \$576,543 and LST Tax is \$63,887. The Borough is still receiving delinquent EIT taxes from 2023. The Borough billed Milford Township and Dingman Township for their share of the Milford Fire Department Worker's Compensation Insurance expense. The payments were received in December from Milford Township in the amount of \$4,407 and Dingman Township for \$9,291. **Motion to accept the Treasurer's Report by Farrell/Manion, AIF.**

Special Events/Applications:

- a. Walk, Run, Roll Spring 5K – Progressive Rehab – 4/26/25. This was tabled to January because Council had some questions in regards to the route map received.
- b. Milford Readers & Writers Festival – Pike Artworks - 9/12/2025. **Motion to approve by Manion/Farrell, AIF.**

HARB/Certificates of Appropriateness: None

New Business:

1. Vote on adoption of the 2025 Budget. **Motion to approve by Manion/Ford, AIF.**
2. Vote to adopt 2025 Tax Resolution. **Motion to approve by Manion/Provenzano, AIF.**
3. Return of vetoed Ordinance # 493, Rental Registration and Inspection Ordinance. **Motion to approve by Manion/Lutfy, AIF.**
4. Reconsideration and vote on Ordinance # 493, Rental Registration. **Motion to approve by Lutfy/Provenzano. Roll call was 6 to 1 in favor of the motion to approve.**
5. Discussion and vote to advertise changes to SALDO Ordinance. Barbara Tarquinio spoke about the changes being made to the SALDO Ordinance. A flow chart for the process of the SALDO process is outlined to identify the critical information the applicant needs to complete and submit the required documents. **Motion to approve by Lutfy/Farrell, AIF.**
6. Discussion and vote on 2025 Council, Planning and HARB meeting dates. **Motion to approve by Manion/Lutfy, AIF.**
7. Update on PSAB Annual Conference. In October, Vice President Farrell attended the PSAB Annual Conference in Lancaster, PA. The conference sessions were about Boroughs within the state of

Pennsylvania and the similar problems shared among them. A session of particular interest involved internal controls and audit preparation. Farrell noted she was not surprised that these procedures were already in place within the Borough. There was also a session on initiating and recommendations for a junior council person program. Vice President Farrell will contact DV Highschool Guidance Department to see if any students would be interested in this program.

8. Discussion and vote on request for the purchase of a truck for MPD at a cost not to exceed \$70,000. Milford Police Chief Matt McCormack addressed the Council that the police department is looking to update their fleet of police vehicles with a pickup truck. McCormack stated that a pickup truck would be more versatile and be able to carry certain gear for tractor trailer inspections. **Motion to approve the purchase of a 2025 Ford F-150 from Koch Ford in the amount of \$65,550 by Provenzano/Manion, AIF.**
9. Discussion and vote to advertise Act 600 Ordinance for Pension Plan. The Council agreed to discuss this Ordinance at a later date.
10. Discussion and vote on Catherine Street Ballpark additional improvements up to \$3,000. This discussion was tabled to a future meeting.
11. Milford Borough 150th Anniversary plaque. The Borough Council Vice President Farrell received a plaque on behalf of the Council in recognition of the 150th Anniversary of the incorporation of Milford Borough. The plaque will be displayed on the wall in Borough Hall.

Old Business:

- a. MEC/Borough PMVB Grant. The Borough and the Milford Enhancement Committee (MEC) applied for a \$10,000 grant through the PMVB, which required a 100% match for funding. The Borough paid \$5,975 and the MEC paid \$15,750. The grant was approved for the full \$10,000. **Motion to approve the reimbursement to the MEC for \$7,250 for their portion to the \$10,000 grant from PMVB by Ford/Manion, AIF.**
- b. Act 537 Update. All the Planning Commission comments received from the municipalities and County Planning will be included with the plan. The public comment period will start on or about 12/20/25. The updated plan will be hosted online and a hard copy will be available for review at the Pike County Library. After the public comment period, the plan will be sent back to the Borough for review, after which it goes to the DEP for review.
- c. Route 209 Bridge update. As per a conversation with President Dooley and Mike Conway from PennDOT, the National Parks Service will allow the construction to start again soon, but no date has been determined when the work will begin.

Mayor's Report: In the absence of the Mayor, Chief McCormack spoke on his behalf. The November stats are as follows: 27 parking tickets issued, 36 traffic citation, 45 verbal warnings, 34 written warnings, and 82 traffic stops. There were 7 vehicles/tractor trailer stops. Vehicle mileage for the month was 3,059. The department responded to 210 calls during the month. The MPD also did one major sting operation with crosswalks. The department set a goal to do a sting at least once a month on the main road and try to target different crosswalks.

Committee Reports: Vice President Farrell reported that the Recreation Committee will be holding the Chili and Mac-n-Cheese Competition will be on February 2nd at St Patrick's Church. Those interested in entering the competition should contact Farrell or Scott Sheldon

Council Member Provenzano thanked the public for being patient with DPW in regards to yard waste pickup. There was a delay in clearing all the roads of snow due to two trucks being out of service. One truck had an issue and the other is attached to the leaf vacuum that is at the auto shop for repairs.

Correspondence: None

Appointments/Resignations:

- a. Vote to accept resignation of Mayor effective 12/22/24. **Motion to accept WITH REGRETS by Manion/Lutfy, AIF.**
- b. Discussion and vote to schedule meeting for appointment of Mayor. **Motion to schedule this meeting for January 6, 2025 by Lutfy/Farrell, AIF.**
- c. Re-appointments to Zoning Hearing Board. **Motion to re-appoint Tracey Vitchers, John Ciccolella and Lisa Emery to an additional three-year term with the Zoning Hearing Board by Lutfy/Farrell, AIF.**
- d. Re-appointments to Recreation Committee. **Motion to re-appoint Scott Sheldon, Colleen Sheldon, Barbara Tarquinio and Krista Turano to an additional three-year term with the Recreation Committee by Provenzano/Manion, AIF.**
- e. Re-appointment to Municipal Authority of Milford Borough. **Motion to re-appoint Craig Cox to an additional five-year term on the board for the Municipal Authority of Milford Borough by**

Manion/Lutfy, AIF.

- f. Re-appointments to Planning Commission. **Motion to re-appoint Megan Strub, George Lutfy and Bonnie Crellin to an additional four-year term with the Planning Commission by Manion/Farrell, AIF.**
- g. Re-appointments to Pike County Road Task Force. **Motion to re-appoint Paul Curran and appoint Richard Provenzano to a three-year term for the Road Task Force.**

Borough Solicitor Update: None

Council President Update: President Dooley met last week with a number of Borough merchants. The group is seeking input on how to bring in more business, including possible offering a 10% discount to Pike County employees.

Steve Rosado from Milford for Hospitality Group met with the HARB this past week. MHG is considering changing the façade of the Jive Bar and Bashful Blooms next door to make it look similar to the store Willow, to make it more visual from the street.

Public Comment on Matters Under Borough Control: Candice Mahala spoke about the public safety issues and requested an update to be added to the next agenda. Candace asked if Council member Provenzano had looked into getting the pedestrian-only right away at the stop light. She also thanked the Council for having the cobra lights installed on the corners in the Borough.

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

Motion to Adjourn at 9:25 pm by Manion/Lutfy, AIF.