

## MILFORD BOROUGH – MEETING MINUTES 3/20/23

The Milford Borough Council met March 20, 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. Also present were Solicitor Jason Ohliger and Secretary/Treasurer Francesca Lombardo.

**Motion to adopt Minutes from February Meeting, 2/13/23, by Thatcher/Manion. AIF.**

**Motion to adopt Agenda – Farrell/Thatcher, AIF**

**Public Comment:** NONE

**Zoning Report:** A report was presented from Permit Manager showing all zoning and building permits issued from January – February. **Motion to accept the Zoning report by Lutfy/Manion, AIF.**

**SEO Report:** None

**Milford Enhancement Committee Report:** The bids were opened for the West Hartford project. The initial grant for that was \$500,000. That was the initial estimates. The low bid was \$700,000, so we were \$200,000 over our grant. However, through some work with the PennDOT, we were able to find additional monies through PennDOT. So right now, PennDOT is covering the \$700,000 for the project with a reserve of \$70,000 from the Milford Enhancement Committee. In the event that we have any cost overruns that are necessary, keep in mind the \$700,000 already has a 15% cost overrun expectation in it, so we're in a good shape. Expectation is that we're going to move forward and continue with the project. **Motion to accept the MEC report - Thatcher/Manion, AIF.**

**Shade Tree Report:** Shade Tree committee just finished taking down 13 trees on Friday, and we're going to be planting 13 new trees that we've received a grant for from the state of Pennsylvania. Those will be planted in the first week of April on the Borough designated Arbor Day. Bills will be going out to residents for eleven tree removals. Four of the trees are Milford Borough Park trees. **Motion to accept the Shade Tree report – Thatcher/Farrell, AIF**

**Treasurer's Report:** February P&L Reports still have a negative balance at the end of the month but it has significantly decreased from a negative \$44,004 to a negative \$620. The Borough has been receiving real estate tax payments, collected to date is \$14,445. Real Estate Transfer tax to date is \$10,344, EIT received to date is \$93,268, after commissions and fees. Delinquent money collected for 2021 totals \$531 for February. The Borough is still receiving money from anyone that hasn't paid yet in 2021. The LST tax to date has reached \$11,363. For Liquid fuels, we are set to receive \$41,425.82 in March. Tomorrow the auditors are coming to complete the 2022 audit. We are actually a whole month and a half ahead from last year's audit completion. Hopefully we'll have a completed audit by the April meeting for review. **Motion to accept the Treasurer's Report – Manion/Jorgenson, AIF.**

**Special Events Applications:** **Motion to approval all Special Events – Thatcher/Lutfy, AIF.**

- a. St. Patrick's Day Parade proposed for 3/17/2024 – **Jenny Gagnan spoke to the Council about hosting a Parade in 2024. The Council approved and suggested the route of the Parade be submitted along with a Special Event Application.**
- b. April Fools Day 5k Run/Walk April 1, 2023 – **need route map as part of condition of approval**
- c. Opera Pike Park 8/27/23
- d. Dickson House Children's Adv. Ctr. - Child Abuse Awareness Banner – 4/10/23 – 4/21/23
- e. Unity in the Community Award Ceremony in Ann Street Park – 5/28/23
- f. Christmas in July – 7/22 – 7/23; Banner 7/10/23 – 7/24/23
- g. Toast to Milford – 5/13/23; Banner 5/1/23 – 5/15/23
- h. American Legion Gatherings 3/29, 5/29, 7/4, 9/11, 11/11 & 12/7
- i. Milford Music Fest – Milford Theater 6/9/23
- j. Milford Music Fest – Jive Bar 6/9/23

**HARB/Certificates of Appropriateness:**

- a. 205 Third St/209 Pear Alley – John Barboni – remove chimney due to structural instability. **Motion to approve – Manion/Lutfy, AIF.**
- b. 111 Broad Street – Yosif Feygelson–To replace roof with GAF High-Definition lifetime shingles. **Motion to approve – Thatcher/Manion, AIF.**

- c. 150 Water Street – Michelle Washington -hang wood wall sign for new business. **Motion to approve – Thatcher/Manion, AIF.**
- d. 102 John Street - Pike County Administration - Plastic wall sign with painted lettering to be installed on side of building. – **Application was tabled for next meeting pending pictures of sign.**

**New Business:**

- a. Capital/Operating Reserve Discussion – **Discussion was moved to Workshop Meeting**
  - i. Move money out of capital reserve?
  - ii. Capital Projects Prioritization discussion
- b. 2023 Paving Needs discussion and vote – **Motion to accept new list of paving Streets/Alleys pending engineer review of stormwater issues on current unpaved alleys. Thatcher/Cooney, AIF.**
- c. Borough Historian update-Time Capsule – **This discussion was tabled to next meeting in April**
- d. Discussion and vote to adopt Rules for Civil Service Commission – **Motion to accept rules for CSC, Thatcher/Manion, AIF.**
- e. Discussion and vote to approve NTE \$15,000 for cleanout of Boro Hall attic – **Discussion tabled to the April meeting with additional supporting information as to work to be performed**
- f. Discussion and vote to approve letter in support of MHG RFP on Cliff Park -**Letter to be re-written by President Dooley and Mayor Strub – Motion Farrell/Manion, AIF.**
- g. Shred Event being hosted by Belle Reve on 5/20/23 9am-12pm in Pike County Administration parking lot

**Old Business:**

- a. SNK – Milford Mart Continuance – **tabled for next meeting**
- b. Vehicles & Traffic Ordinance discussion and vote – **Motion to accept all changes to Ordinance, Thatcher/Farrell, AIF.**
  - i. No thru traffic
  - II. Weight limits
- c. Hall Rental Policy and form update – **Motion to accept changes to Hall Rental Policy, Manion/Thatcher, AIF.**
- d. Update on Sawkill River Bridge construction – PA State Troopers are willing to work with MPD to pull over any overweight trucks coming over the bridge. The weight limit was adjusted due to the construction that is needed for the bridge.
- e. Discuss and vote on granting 90-day extension to complete O’Neil/Turano lot combination – **Motion to grant 90-day extension to 9/1/2023, Thatcher/Cooney, AIF.**

**Mayor’s Report:**

**Committee Reports:**

**Law/Zoning** – Moved to Workshop Meeting

**Finance/Insurance** – Moved to Workshop Meeting

**Communications Technology** – waiting to hear back from old webmaster for permission to continue to use pictures on our website.

**Borough Property** - None

**Streets and Lights** - Barbara Tarquinio worked on a Pocono Mountain Visitor Bureau Grant for a \$6,000. The project will cost \$12,000 to replace the 60/70-watt high pressure sodium lamps with twelve watt Led lamps.

**Parks and Recreation** – None

**Appointments Committee** - None

**Grants Committee** - This was a great month for the Grants Committee. The Borough was able to get a \$287,849 LSA Satewide grant, written by Heidi Braun and Joe Saski, for our Fire Department to purchase the new ambulance.

**Citizen’s Advisory-HARB** – None

**Council/Business Roundtable** - None

**Correspondence:**

- a. Letter from resident regarding Seventh Street tractor trailer traffic
- b. Pike County Workforce Development letter – The Borough is going to participate in the Youth Employment/Training and Internship with Pike County Workforce this Summer.

**Appointments/Resignations:**

- a. Appointment of Civil Service Commission Solicitor – **Motion to accept the appointment of Justin Pfaff as Civil Service Commission Solicitor, Thatcher/Lutfy, AIF.**

**Public Comment on matters under Borough Control:** Fred Weber addressed the traffic that comes through the Borough to avoid the light on Broad and Harford Streets. There are a lot of cars that are traveling down other streets to avoid the traffic on either Broad Street or Harford Street. As well as tractor trailers that are taking side roads as well through the Borough to avoid the light as well. This was one of the questions from another resident that sent us a letter, Alex Garcia Osuna, in regards to the tractor trailers using Seventh Street and turning on small side blocks to get back out of the Borough or drive through the Borough. The MPD is going to look into how they can stop these tractor trailers to ensure they are making a local delivery and within the 4 tons weight in accordance with the Borough Ordinance.

**Executive Session** – Motion to open Executive Session, Manion/Thatcher, AIF.

**Adjourned at 10:28 pm**