

MILFORD BOROUGH – MEETING MINUTES 4/17/23

The Milford Borough Council met April 17, 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, Council Members Peter Cooney, Andrew Jorgenson, George Lutfy, Doug Manion. Also present were Solicitor Jason Ohliger, Mayor Sean Strub and Secretary/Treasurer Francesca Lombardo. The meeting was called to order followed by roll call and the Pledge of Allegiance.

Motion to adopt Minutes from Meetings, 3/20/23 & 4/3/23, by Manion/Lutfy. AIF.

Motion to adopt Agenda – Manion/Jorgenson, AIF

Public Comment: None

Conditional Use Application – Milford Farmers Market/AirSoilWater – Motion to approve the Conditional Use Application for the Milford Farmers Market **by Manion/Jorgenson, AIF.**

Milford FD/EMS-First Quarter 2023 report –The MFD has added 17 new members in 2022 and 2 more in the first quarter of 2023. Between the MFD and EMS, they had over 4000-man hours of training in 2022 and 500 hours of training in the first quarter of 2023. The MFD also received a grant to purchase a UTV, which is an off-road vehicle that will allow the MFD to do more environmental type rescues. The First Quarter Report is posted on the Borough Website.

Zoning Report: Zoning/Building report for the month of March reviewed as provided.

SEO Report:

- a. SEO Services – Customer Informational Packet – This packet is posted on the Borough website.

Milford Enhancement Committee Report: Spring Cleanup Day is this Saturday, April 22nd.

Shade Tree Report: Tuesday, 4/18, the Shade Tree Commission is planting 13 new trees throughout the Borough.

Treasurer's Report: The Borough has collected through March \$164,383 in real estate tax and real estate transfer tax in the amount of \$11,199. The audit for 2022 is completed, and the DCED report has been filed. The auditor's report showed that there were no findings and the financials were deemed to be in compliance in all material respects. All of our operating funds on deposit at NBT have been transferred to the IntraFi account, which now provides 4% interest, which may increase to 4.25%. All other funds on deposit with NBT were originally going to be earning 2.25% interest but we were informed that these accounts will now be earning 3.0%. **Motion to accept the Treasurer's Report, Manion/Lutfy, AIF.**

Special Events Applications:

- a. Milford Music Fest – Milford Fire Department Fundraising BBQ 6/10/23 – **Motion to approve, Manion/Jorgenson, AIF.**
- b. Milford Music Fest – Dimmick Inn 6/10/23 – **Motion to approve, Manion/Lutfy, AIF.**
- c. Black Bear Film Festival – October 13 -15, 2023 – **Motion to approve, Manion/Lutfy AIF.**
- d. MEC Welcome Party 6/24/23 – **Motion to approve, Manion/Jorgenson, AIF.**

HARB/Certificates of Appropriateness:

- a. 102 John Street - Pike County Administration - Wall sign to be installed on the side of building. **Motion to approve wall sign, Manion/Lutfy, AIF.**
- b. 101 East Harford Street – Dimmick Inn - Andrew Jorgenson – Replace spindles on porch, with rail, Repair all rotted wood. **Motion to approve the repairs, Manion/Cooney – Jorgenson abstained, all others in favor**
- c. 224A Broad Street – Andrew Jorgenson/Justin Jorgenson – Pave in front of building, replace awning, single window replacement, doors, sign on the front of the building. **Motion to approve the repairs, Manion/Lutfy - Jorgenson abstained, all others in favor**
- d. 500 Broad Street – Borough Building – Install new generator, concrete slab for generator and bollards. **Motion to approve new generator, Manion/Lutfy, AIF.**
- e. 120 East Harford Street – John Messer, JH Wallace House – removal of all railing around the building and repair of the support columns. **Motion to approve the repairs, Manion/Jorgenson, AIF.**

New Business:

- a. **Approval to pay 1st Quarter \$10,000 Distribution to Milford Fire Department – Motion to**

approve payment, Manion/Jorgenson, AIF.

- b. **Borough Historian Update-Time Capsule/America 250 Celebration** -Tabled to May meeting
- c. **Remembrance Park-Partial headstone replacement** – Tabled to the May meeting
- d. **Penn Future 5/23/23, 7pm-Emerging threats to water quality in the Poconos – Motion to approve Penn Futures presentation with the Borough and anyone else that is interested in attending, Manion/Lutfy, AIF.**
- e. **National Night Out, 8/1/23, participation** – Fred Weber spoke about getting the Police, Fire and EMS together with residents of the Borough and neighboring Townships for a National Night Out as part of the Unity in the Community group to get to know each other.
- f. **Verizon Wireless cellphone coverage** – Tabled for the May meeting
- g. **Street Sweeper Rental** – The cost to rent a street sweeper is very expensive and we cannot get it for a short time, like a week, you must commit to a month.

Old Business:

- a. **SNK – Milford Mart Outcome from Zoning Hearing** – All parties were in agreement with the stipulations as discussed by counsel.
- b. **ACT 537 Plan – Administrative Completeness Review finalized (DEP-3/29/23)** - All of the resubmitted materials satisfy the comments made. A full technical review of the plan will be conducted and any comments generated will be communicated in future correspondence.
- c. **Special Events Policy Update-Discussion and Vote to advertise ordinance change** – A few more changes in language need to be made for a better clarification of what type of special events are allowed to take place in the Borough.
- d. **Employee Handbook update status** – The employee handbook is still being revised with more modifications to be presented at the next Council meeting.
- e. **Update on Interested Party status re LVL application Milford Twp** – The Borough Council has engaged attorney Matt Galasso to represent us as an interested party with respect to the enhanced traffic portion in the LVL application for Milford Township.
- f. **2023 paving needs update** – President Dooley and DPW Supervisor, Paul Curran met with Jeff Roback of PennDOT to go through the 2023 paving needs. The spreadsheet that was circulated before to the Council showing the A's, and the A minuses on that spreadsheet listing the most important streets/alleys to be paved. Jeff and Paul then went around town and measured all locations to be paved. Jeff Roback is going to be preparing bid documents for us to review. We can modify those bid documents at that time before we send them out to bid. Jeff Roback also advised, even after the bids comes back you can modify the paving list.
- g. **Discuss options for the Milford Borough Office Renovations** - The main focus of the Borough Office renovations were the cupola repairs on the roof of the building. We've gotten an offer from a local engineer to assist us with that, and he would charge us \$12,000 for the engineering work to assist us. The consensus amongst the Council is that we can do this on our own and do not need an engineer's assistance.

Mayor's Report: Police vehicle mileage was consistent with what it's been the last few years. Our citations and stops were down in March primarily because of the weather. We've had a number of meetings to focus on trying to get a grip on the problem with the trucks. The MPD Chief, Assistant Chief, Officer Carvounis and Mayor Stub had a meeting with Sergeant Youngblood and a few other Troopers explaining more about what we could and what we couldn't do. Sergeant Youngblood said if we pull over a suspected truck, we can hold them an hour to let the Troopers come with the portable weights and certified personnel to be able to fully investigate the truck. The MPD is going to send full-time officers, DaSilva & Pinzone as well as Officer Carvounis for full truck inspection training. The part-time Officer who is being recommended for hire already has truck inspection training. The MPD has been successful with two truck stops that resulted in citations.

Committee Reports:

Law/Zoning-Property – Our Zoning Officer & Code Enforcement Officer are distributing door hanger warnings as part of our quality-of-life ordinance. Some of the things we see around town, we're giving warnings after which there is a fee schedule if those violations are not addressed. SFM is putting together some sample noise ordinances for the Council and MPD Chief to review. This ordinance is going to allow the police to enforce violations on the spot.

Finance/Insurance: None

Communications Technology: Doug Manion is working on getting bids for enhanced virtual participation for meetings and working on the identification cards for employees.

Borough Property: Pete Cooney is still getting estimates for the cleanout of the upstairs of Borough Hall for the use by the MFD.

Streets and Lights: None

Parks and Recreation Appointments Committee: None

Grants Committee-Researching hire of paid consultant

Citizen's Advisory-HARB Council/Business Roundtable: None

Correspondence:

- a. Letter from David Lender regarding SNK lights that shine into his house
- b. Pike County Council of Governments – No dues required for Membership in 2023

Appointments/Resignations:

- a. Mary Ciccolella - Shade Tree Commission has resigned – **Motion to send a letter of Thanks for her years of service, Manion/Jorgenson, AIF.**
- b. Shawn Bolles- is removed as the Historic District Official of the HARB – **Motion by Lutfy/Manion, AIF.**
- c. Yana Thatcher- has been appointed to the Grants Committee – **Motion to appoint Manion/Lutfy, AIF.**
- d. John Allen-PT Police Officer (Provisional Appointment recommendation to CSC) – **Motion to hire PT Police Officer John Allen, Manion/Jorgenson, AIF.**

Public Comment on matters under Borough Control: A female resident from Bennett Avenue has asked about the status of the cameras that were to be installed in the parks. Councilmember Lutfy addressed her question stating that the person hired is having some issues with signal transmissions of the cameras. He is working on it and they should be working soon.

Yvonne Merrill introduced herself and that she is a candidate running for Pike County Prothonotary.

Cristin Cavallaro introduced herself as a candidate for Magisterial District Judge for Court 60-3.

Alex Garcia-Osuna, Catharine Street, had a question regarding the slide at the Ann Street Park, and when it was going to be fixed. He was advised we are going to order a new bottom piece to the slide that was damaged and it hopefully should be repaired soon.

Dennis Klein, a non-Borough resident, discussed the voluntary nature of Federal Income taxes and advised Council they should not approve an Earned Income Tax.

Adjourned at 9:06pm – Motion to adjourn Manion/Jorgenson, AIF.