

MILFORD BOROUGH – MEETING MINUTES 5/18/26

Milford Borough Council met on May 18, 2026 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 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 Candace Mahala, and Secretary/Treasurer Francesca Lombardo. The meeting was called to order followed by a roll call and the Pledge of Allegiance.

Adopt Minutes: 4/20/26. Motion to approve by Manion/Lutfy, AIF.

Adopt Agenda: Motion to adopt agenda with one change to item 5d. to read Borough Pension Plan update and appointment of a pension plan committee pursuant to Ordinance # 248 by Manion/Farrell, AIF.

Public Comment: Fred Weber stated that he is very excited about the new equipment for the Zoom.

New Business:

- a. Update on new Zoom Meeting Room setup. Secretary/Treasurer Lombardo stated that the new Zoom Meeting Room set up cost the Borough a total of \$3,472.90. The Capital Purchase account within the budget was used to cover the cost. The setup consists of a 55inch TV screen on a rolling cart, a new laptop to run the zoom program, a new speaker in the middle of the Council table and a camera/speaker combo that is mounted on the podium. The camera cannot pick up the person speaking at the podium but the audio will be clear to anyone on the zoom. Preston Ehrler asked why the Borough did not purchase the camera that can sit in the middle of the floor and pickup everyone speaking. Secretary/Treasurer Lombardo responded that this was considered but additional speakers and microphones would need to be purchased, and this setup can cause some feedback when recording.
- b. Ann St. Park Phase II presentation and vote to approve. Bryan Smith from Barry Isett presented the Phase II of the Ann St. Park renovation. Bryan stated that this phase will focus on expanding the playground area that includes equipment for children ages 2 – 5-year-olds. This structure includes slides, rope climb, toddler swings, parent child swings, stepping stumps, balance logs, climbing rocks and musical instruments. The toddler swings for the older children will be replaced with ADA swings. The fencing will continue around the playground area, and benches will be installed around and the new gazebo to be built in the center of the playground. The cost estimate is around \$525,000 for the equipment and installation. Three grants have been applied for and approved to cover the cost for this project. Tamara Chant stated that the musical instruments would be good for kids who are blind and the ADA accessible swings are a great idea. Sucheela Nanekrangan asked if the park be closed during the Phase II installation. Bryan stated that the park will remain open except for the section being worked on. **Motion to approve Phase II of the park except for the musical instruments which will be discussed and vote on at a future Council meeting by Farrell/Lutfy, AIF.**
- c. Discussion and vote to approve resolution for DCED Greenways Trails grant in the amount of \$249,022 with a match of \$43,946. Vice President Farrell and Bryan Smith from Barry Isett spoke about the grant and how this funding would be used for the bathroom facility for Ann St. Park Phase III of the renovation. **Motion to approve by Farrell/Ford, AIF.**
- d. Borough Pension Plan update and appointment of a pension plan committee pursuant to Ordinance # 248. Secretary/Treasurer Lombardo stated the Borough pension plans underwent an audit from the State of Pennsylvania. The audit was completed with no findings, just a few observations, which are not included in the final audit submission. President Dooley suggested Pete Cooney, Doug Manion, and Richard Provenzano update Ordinance # 248 and research other pension advisors. **Motion to approve appointment of the committee by Lutfy/Manion, AIF.**
- e. Discussion on the issue of signs attached to trucks. Council Member Ford stated that she did some research regarding signs that are attached to trucks and found five Boroughs that have guidelines regarding such signs. Most of the Borough's guidelines state that these signs are not allowed in residential areas but allowed in commercial areas. Council Member Lutfy, Council Member Ford and Solicitor Ohliger will follow up with the Zoning Officer Judy Acosta regarding this matter.
- f. America 250 float approval. Council Member Manion explained what will be displayed on the float including the Milford Rose on one side, a tree on the other side with the Tree City USA sign, a mock-up emblematic sign of the World Rural Council, the American flag, and a banner at the base of the float. There were three banner ideas presented and the wording that was chosen was "A Community Rooted in Nature and Tradition". **Motion to approve the America 250 float by Manion/Lutfy, AIF.**

- g. Discussion on current state of sidewalks on Broad St. and Harford St. Council Member Manion distributed a list of areas where the sidewalks are a hazard. There are several bluestone pavers that are broken and pose a tripping hazard. Manion also stated that the verge, intersections, and gutters need some cleaning in some areas of the Borough. The recommendation is to discuss how the DPW can play a role in trimming the low hanging branches, maintaining the sidewalks and verge paving stones, and prioritizing the repair of pot holes on East Catharine. Additional concerns included the sidewalk and verge near 305 E Harford St. and coordinating the style and color of benches in the Commercial district.

Old Business:

- a. Discussion and vote on placement of pedestrian yield signs in the Borough. After a brief discussion, the Council agreed the yield signs are to be placed in the middle of the road with the exception of the intersections at Catharine St. and Broad St., and Turkey Hill and 2001 due to the difficulty of fire trucks navigating the turns. Several residents commented that the pedestrian yield signs belong on the center line for safety reasons.

Motion to approve by Farrell/Manion, AIF.

- b. Discussion and vote on recording/publishing of meetings. Resident Fred Weber read a few statements from other residents that are in favor of recording the meetings. **Motion to start voice recording meetings and posting on the website with a transcript by Farrell/Manion, AIF.**

Mayor's Report: Mayor Mahala provided data on the number of calls, violations, and traffic accidents for the month of April. The Mayor stated the MPD assisted in a mock DUI event at Wallenpaupack High School. All officers completed Defensive Tactic training, and the MPD continuously works with the DA Drug Task Force. Mayor Mahala and Officer Mateyka performed a bike safety training ride with Progressive residents around Milford. The MPD officers also attended an autism training for first responders.

Treasurer's Report: For April the General Fund collected \$10, 647 in interest to date. Real Estate taxes collected in April were \$197,213, Real Estate Transfer Tax was \$80,012, Earned Income Tax was \$204,430, and LST Tax was \$18,352. Secretary/Treasurer Lombardo spoke about the Borough surplus and funds in the bank. In short, the Borough needs at least \$600,000 in the bank to cover 6 months of expenses starting in September due to no real estate tax income. During the process of budgeting for the following year, the Borough will borrow funds from prior years' surplus to balance the budget. Secretary/Treasurer Lombardo signed up for a membership with the Government Finance Officers Association of PA (GFOA-PA). The purpose of this membership is to enhance the education and development of finance professionals. Lombardo also attended a PRIMA Risk Ready seminar that discussed many topics from claims to House Bills that may affect Boroughs. **Motion to approve by Manion/Farrell, AIF.**

HARB/Certificates of Appropriateness:

- a. 500 Broad St. – new aluminum clad windows for the Borough Office. **Motion to approve by Lutfy/Manion, AIF.**
b. 204 Fourth St. – Milford Yarn – vinyl window decals for the new business. **Motion to approve by Provenzano/Lutfy, AIF.**
c. 201 Water St. – change painted lettering on existing sign with new business name. This was tabled pending a final picture of the sign by the HARB.

Special Events/Applications:

- a. Night Bazaar – Velvet Rabbit – 5/24/26 – Behind Forest Hall – Requesting Alley Closure. **Motion to approve by Ford/Manion, AIF.**
b. Celebrating 250 years Concert – Delaware Valley Chorale Society – 5/18-6/1/26. Banner Only. **Motion to approve by Farrell/Manion, AIF.**
c. Young Entrepreneur Fair – Ascend Academy – 5/31-6/1/26. **Motion to approve by Manion/Lutfy, AIF.**
d. Ambassador in Faith Gala – 10/26-11/9/26 – Banner Only. **Motion to approve by Farrell/Manion, AIF.**
e. Discussion on parade logistics. President Dooley asked the Council to allow Secretary/Treasurer Lombardo to approve banner-only applications and have Council approve event applications. The Council agreed with this proposal. Mayor Mahala and the Council agreed that when a parade is to be held in the Borough, the MPD has to be made aware of the route, road closures, etc. in a timely manner if not presented with the application.

Committee Reports:

Council Member Provenzano stated that the engineer has finally submitted the drawings to PennDOT for the Rectangular Rapid Flashing Beacons (RRFB) locations. Provenzano expressed concern that if the Borough does not order the beacons now, the price is going to go up again. The Council agreed to order the beacons since the ARLE grant funding was already approved for them. A question of when the warranty on the beacons was raised. Council Member Provenzano was going to

find out. Provenzano stated the Borough is awaiting the construction of the battery backup cabinet for the stop light crosswalk signal delay due to them not being in stock.

Correspondence: The Borough received a letter from Milford Troop 1071 asking the Council for a letter of recognition for two Boy Scouts that have earned the rank of Eagle Scout.

Appointments/Resignations: None

Borough Solicitor Update: None

Council President Update: None

Public Comment on Matters Under Borough Control: Sucheela Nanekrangan asked if the Borough can add bike parking stations in the park and around the Borough.

Frank Tarquinio stated that Billy Shi removed several pieces of blue stone by the Bloom Garden Building and the Borough should contact Mr. Shi to obtain those pieces back.

Michael Scheibner stated that the flags at Soldiers and Sailors Park need to be replaced since they are fraying.

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

Discussion and vote to approve and sign Theodore settlement agreement. Motion to approve by Manion/Lutfy, AIF.

Adjourn @9:15pm by Farrell/Ford, AIF.